

February 6, 1959

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Today is another milestone in your career because it marks your Twentieth Anniversary of FBI service. Your anniversary offers an excellent opportunity to extend my heartfelt congratulations and, in commemoration of this event, I am enclosing for you the Bureau's Twenty-Year Service Award Key.

The years you have been with the Bureau cover a period of grave national and international stress. The progress the Bureau has made has necessitated hard work, a willingness to subordinate our personal wishes to the needs of the organization and a firm belief in the ideals of the FBI, all of which you have contributed readily and without thought of any personal gain. I sincerely believe that our present position of high public esteem is the natural result of the zeal of our veteran associates such as you.

It is my earnest hope that you will wear this Key proudly, not only as a symbol of our organization, but also as a sign of your participation in its progress.

With best wishes and kind regards,

Sincerely,

J. Edgar Hoover

4 FEB 6 1959

JAN 19 10 59 AM '59

Enclosure

1 - Mr. Holloman (direct)

CRD:ksr (5) 67-109106

1 - Mr. DeLoach (Personal)

1959

MAIL ROOM

Tolson _____
Boardman _____
Belmont _____
Mohr _____
Nease _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
Clegg _____
Tele. Room _____
Holloman _____
Gandy _____

Handled personally by the Director

SENT FROM D. O.	10 00 AM
TIME	2-6-59
DATE	5-27
BY	

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: January 16, 1959

FROM : MR. Q. TAMM

SUBJECT:

INSPECTION RECORDS AND COMMUNICATIONS
DIVISION
INSPECTOR JOHN F. MALONE
OCTOBER 20, 1958, to JANUARY 8, 1959

Tolson
Belmont
Mohr
Nease
Parsons
Rosen
Tamm
Trotter
W.C. Sullivan
Tele. Room
Holloman
Gandy

SUMMARY

OFFICIALS: Inspector-in-Charge Gordon A. Nease since 11/1/57;
Former Assistant to the Director L. B. Nichols from
5/41 to 11/1/57.

Inspector J. J. McGuire, No. 1 Man since 3/1/43

Inspector C. D. DeLoach, No. 2 Man since 3/15/54

R. E. Wick, No. 3 Man since 10/29/51

Supervisor-in-Charge and Section Chiefs

Records Branch - F. W. Waikart, Supervisor-in-Charge

Processing & Research - W. G. Eames

Service & Review - L. E. Short

Crime Records - M. A. Jones

Communications - L. E. Wherry, Jr.

LAST INSPECTION: 2/8 to 4/25/56, by Inspector J. E. Edwards;
Communications Section 5/22 - 6/21/57 by Inspector
J. H. Gale

EVALUATIONS:

RE

67-7400-C-8415
SEARCHED 7 FEB 24 1959
INDEXED 7 FEB 24 1959
SERIALIZED 7 FEB 24 1959
FILED 7 FEB 24 1959

(1) PHYSICAL CONDITION AND MAINTENANCE

Serious shortcomings regarding adequacy of space, Crime
Records Section (CRS), resulting untidy appearance in some units. Attempts
to obtain additional space made, and now available and in use. Conditions
could have been improved by better housekeeping habits, tighter administrative
control and relocation of infrequently used material to less congested areas.
Above-average number of delinquencies, such as dirt on some files, 1958
cabinets, letters for National Academy graduation stored in employees'
clothes closet, four rooms in need of painting but not requested of GSA;
personnel files maintained overnight in unlocked cabinet and exposed
vacuum cleaner with hose lying loosely on floor, observed in physical check.

Enclosures

cc - Mr. Mohr (Attention: W. S. Tavel) (Sent separately)

(5)

JF1:wmj

Let's to
nease + waikart
1-28-58
TJN: pmd

Memo for Mr. Tolson

Good portion rest of division well organized and neatly kept. In Teletype Unit a loose metal conduit housing electrical circuit removed as safety hazard; hot exhaust pipes endangering employees were covered by wire mesh guards at Radio Station, Sowego. Director made 10 specific recommendations which will improve new tour facilities at 9th street entrance. Instructed to follow closely.

(II) GENERAL OPERATIONS GOOD

89.1% of signature mail arrived prior to deadline Mr. Tolson's Office, while 10.9% arrived after deadline during survey 11/3 - 11/7/58. Fairly even flow of mail throughout deadline period. On 11/18/58 out of 26 delinquent items (not handled 3 work days), 14 emanated from this division, specifically, Crime Records Section. Determined extent of delinquency could have been reduced had adequate system for following same been in effect. Remedied by Inspector. Stenographic production of 1.5 pages per hour - low. Mr. Nease attributed low figure to large turnover of stenographers, great amount of proofreading, retypes and crowded stenographic pool. Inspector corrected lack of uniformity regarding maintenance of sign-in registers.

(III) ADMINISTRATIVE OPERATIONS GOOD

Front Office operating satisfactorily, along with Reading Room. Over-all operations of Tour Room satisfactory. Arranging of tours requiring Special Agents, transferred from Crime Records Section to Tour Room, thus eliminating clerical duties from Agents in Crime Records Section.

Communications Section: Appears functioning satisfactorily. Instructed to revise working guides in some respects. Stamp fund inventory records prematurely destroyed contrary Bureau regulations. Remedied. New procedure requiring all incoming teletypes, telegrams, radiograms, and cables for division be screened in Front Office for matters of immediate interest to Director, adopted. Use of leased line circuit to New York has effected savings. Three-week period, 10/20 - 11/7/58 saved \$224.49. Reserve commercial toll teletype circuit, Midland Radio Station, discontinued at savings of \$44.75 per month.

Crime Records Section: Reorganization of CRS, approved by Director, May, 1958, should be implemented fully by assignment of one Agent to Correspondence Unit, with one clerk for the Agent. One clerk should be

*This was done
from the
mailing
up. See
not required
to be
approved
personnel*

Memo for Mr. Tolson

assigned to Research Unit to take over clerical duties now handled by Agents. Widely diversified outlets developed for "Top Ten" and fugitive publicity. Book review responsibility fixed on Central Research Section, Domestic Intelligence Division; not previously coordinated. Recommend CRS projects relating to National Association of County and Prosecuting Attorneys, American Bar Association, and National Association of Attorneys General transfer to Training and Inspection Division. System for charging out reference material inadequate -- corrected. Many instances noted where ticklers being retained in excess of allowable period. Corrected. Newspaper subscription cost survey by CRS not properly followed and made matter of record. Instructed follow closely in future. ~~Old four shift personnel, 1 clerk daily and 2 on Mondays, unauthorized.~~ Corrected. Experienced stenographers now used Correspondence Unit to handle expedite and important correspondence. Should be beneficial. During inspection incoming letter from Special Agent's wife requesting Director's photograph inadequately appraised, resulting unnecessary correspondence, and division failed fix responsibility. Two stenographers were without regularly assigned electric typewriters May - October, 1958, but kept busy during vacation schedule until October. Funds for electric typewriters not available and stenographers' full potential not realized for 35-day period. Mechanical typewriters secured on Inspector's instructions.

Crime Records Section 12/5/58 sent up detailed analysis of article "The FBI" by Fred J. Cook in "The Nation" of 10/18/58 -- 443 pages. Director noted it was utterly unsatisfactory and not properly handled. Asked Mr. Sullivan of Central Research Section to bring "order out of chaos." Mr. Sullivan is using new format and additional research required and conducted.

Records Branch: Mail being processed promptly. Active mail processed completely within 3 days and 82.64% processed in 2 days. Improvement over last inspection. Tighter control recommended by Inspector on Stop Desk and Expedite Processing. Production improved in units since last inspection, except Correlation Unit, where procedural changes taken place and more extensive correlation summaries now prepared. These summaries are costly and Inspector felt could be drastically streamlined. Propose committee of four representatives of divisions who use them most (Domestic Intelligence, Investigative, Records and Communications, along with Training and Inspection), re-evaluate program. Inspector instructed analysis Personnel Records Unit be made to work out system to count production of employees other than employee himself doing it. Recommended streamlining method to be used in Main Card Rehabilitation Program, 60-day trial. Only 4 out of 4,893,525 files to be located - low.

Memo for Mr. Tolson

(IV) PERSONNEL MATTERS GOOD

As of 12/22/58, 36 Special Agents and 1320 clerks assigned. 34 Special Agents and 316 clerical employees interviewed. Inspection revealed Records Branch should be able to operate efficiently with 8 Agents rather than 10. Director approved Inspector's recommendation releasing 2 Agent supervisors. Clerical quota figures in need re-evaluation. 60-day survey to be conducted to more accurately determine personnel requirements. Night shift, Records Branch, reduced 12 to 9 employees. Morale appears satisfactory in division, except within Correspondence Unit (see attached supporting memorandum), CRS, where it is below average. Condition due primarily to frustration; fears that advancement may be hindered due to letters of censure. Will improve with more space and personnel. Mr. Nease and Mr. Jones aware of this and should have provided closer guidance, direction and leadership. Overtime above SOG average at 2'36", 5/1-10/31/58, and irregular (SOG average 2'31"). No patterns noted and appears reasonably shared. 24 out of 27 errors found in registers in 2-week period made by Front Office people in computing overtime. Many due to incorrect addition, others due to failure to follow Bureau instructions. Promotions and rotation policies satisfactory. FBIRA being handled adequately.

*This work done
to computing
O.T. & present
5 minutes
was as stated.*

(V) LIAISON CONTACTS VERY GOOD

Program appears satisfactory. Contacts maintained with ranking officials both in and out of Government on personal basis. Bureau cannot rest on laurels; however, only by constant re-evaluation and complete exploitation can full potential of program be realized. Instructed to give continuous and preferred attention. Mr. Nease personally supervising Bureau Contact Program to implement Director's instructions 9/3/58. Instructed prepare semiannual listing of all sources for purpose of determining if source still in position to be of service.

RECOMMENDATIONS:

1. Gordon A. Nease, EOD (adjusted) 5/10/38, GS-16, \$14,430, Nonveteran, Not on Probation.

Mr. Nease is a tireless worker, completely loyal and has an excellent knowledge of Bureau policy and procedure. He is definitely trying to do a good job but seems to lack administrative and supervisory know-how to meet the challenge of his present assignment. During the months

Memo for Mr. Tolson

that he has been in charge of the division, he has made commendatory accomplishments in the Records Branch, Communications Section and Tour Unit. While he recognized the certain weaknesses of the Crime Records Section, he failed to recognize the factors causing such weaknesses, follow up with positive remedial action, and to advise the Director. Mr. Nease's main weakness lies in administration and supervision.

Inspection findings indicate a need on Mr. Nease's part for more aggressive leadership, initiative, resourcefulness, imagination, and tighter supervision.

The Crime Records Section presents the main challenge existing in the division. If Mr. Nease will meet this challenge head-on, provide the necessary leadership and administration on an over-all division basis, it is felt that in due time he will be able to supervise the entire operation efficiently.

It is recommended that Mr. Nease be censured and placed on probation for the serious administrative delinquencies found during the inspection, but that he remain in his present position.

Handled
separately
JSA

✓

[Handwritten signature]

2. Milton A. Jones, EOD 2/6/39; GS-15, \$13,970; Nonveteran; Not on Probation.

By memorandum dated 9/8/58 to Mr. Tolson, Mr. G. A. Nease recommended the replacement of Mr. Milton A. Jones as Chief of the Crime Records Section. Jones has been assigned to the Crime Records Section since 2/20/40 and has been Chief of the section since 3/1/44.

[Handwritten signature]

Memo for Mr. Tolson

Mr. Nease pointed out in his memorandum that Mr. Jones is becoming too burdened with administrative detail and is not affording proper leadership to Crime Records Section. In addition, Mr. Nease indicated numerous administrative weaknesses were found in Crime Records Section.

In the inspection writeup in regard to Mr. Jones dated October 28, 1958, Mr. Nease stated that under Jones' supervision the reorganization of the Crime Records Section made some months ago is beginning to pay results and there has been a decided improvement in the Crime Records Section. Errors in correspondence have decreased. The quality of the work is better even though the section has been heavily burdened with numerous special projects. Mr. Nease stated that it is apparent that Mr. Jones has taken hold of this section in a much more firm manner than in the past. As of the date of this rating, Nease feels that if his present standard of performance will continue, Jones should be able to function in his present capacity.

Inspection Findings: Mr. Nease's evaluation of Mr. Jones is well founded. Inspection findings reflect that supervisor Jones is extremely capable and a hard worker but he is weak on administration. Mr. Jones is so conscientious about his work that he is reluctant to delegate responsibility. As a result he is so burdened with administrative detail that he does not have time to delve into, analyze, supervise and devote the necessary attention to the over-all operation of the section.

every effort has been made to provide space & complete from it
Inspection revealed serious shortcomings regarding adequacy of space in Crime Records Section resulting in untidy appearance in some units. Appearance could have been improved, however, by better housekeeping habits and tighter administrative control. Low production in Crime Records stenographic pool; two stenographers were without regularly assigned typewriters May through October, 1958; inadequate system for following delinquency (work 3 days old) as well as inadequate system for charging out reference material maintained by section.

These matters were discussed by the Inspector with Mr. Jones. He understands that in order to provide supervision and leadership he cannot rely on subordinates but must personally delve into every phase of the section's operations. Mr. Jones stated that he was aware of the problems arising from errors and letters of censure in the Crime Records Section and has on numerous instances called them to the attention of Mr. Nichols and Mr. Nease.

Mr. Jones has assured that if the Director maintains him in his present position, he will do everything in his power to operate the section the way he knows the Director wants it run.

Memo for Mr. Tolson

Recommendations:

- (a) Inasmuch as Crime Records Section has begun to show considerable improvement during the inspection and under the new reorganization plan, it is recommended that Jones be given an opportunity to demonstrate any qualities of leadership he might have.
- (b) It is being recommended, however, that he be censured and placed on probation. If approved, to be handled by the Administrative Division.
- yes*

3. Frank W. Waikart, EOD 3/26/34 (11/1/38 as SA); GS-16, \$14,190; Not on Probation; Nonveteran.

Mr. Waikart has a good knowledge of the operations of the Records Branch. He is sincere, conscientious and loyal. However, in regard to Agent supervisors in the Records Branch, Mr. Waikart made no effort to reduce personnel in line with the Director's expressed need for "tightening up" and reducing personnel wherever possible without affecting over-all efficiency. Inspection findings indicate a sound basis existed for the reduction of Agent personnel in the Records Branch by two. Mr. Waikart, if he were properly fulfilling his responsibilities as Chief of the Records Branch, should have been aware of this excess in personnel and should not have needed the impetus of the inspection to take appropriate action.

It is recommended that Mr. Waikart be censured for his failure to recognize the existence of excessive Agent supervisory personnel in the Records Branch.

yes ✓

over ↓

Memo for Mr. Tolson

4. To implement transfer of certain pending projects, as agreed upon by Mr. Nease and the Inspector, recommend that:

- (a) National Association of County and Prosecuting Attorneys, American Bar Association, National Association of Attorneys General, be transferred from the Crime Records Section to the Training and Inspection Division.

yes ✓
J. H.

- (b) That "FBI Notes" project, be transferred from Projects Unit, CRS, to Publications Unit, CRS.

yes ✓
J. H.

- (c) That a central control desk be established in the Crime Records Section for administrative control of the preparation of biographical summaries on individuals or subjects which are basically research studies and not of short deadline.

yes ✓
J. H.

5. That Records and Communications Division implement appointment of a committee of 4 persons, one each from Records and Communications Division, Domestic Intelligence Division, and Investigative Division, which divisions made most use of correlation summaries, and one from the Training and Inspection Division, to thoroughly study and re-evaluate the entire correlation summary program. Final report and recommendations of this committee should receive Executives Conference consideration.

yes ✓
J. H.

over
↓

Memo for Mr. Tolson

6. Adequacy of personnel recommendations, CRS, handled separately by memorandum Q. Tamm to Mr. Tolson, 1/16/59, captioned, "Adequacy of Personnel, Crime Records Section (CRS)." (Memo attached.)

7. Recommendations in regard to morale in CRS handled in separate memorandum dated 1/15/59 from Q. Tamm to Mr. Tolson captioned, "Records and Communications Division Inspection (Morale)." (Memo attached.)

attached

←

JFM

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PERMANENT BRIEFS OF G. A. NEASE AND M. A. JONES ATTACHED.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: January 13, 1959

FROM : MR. Q. TALLENT

Tolson _____
 Belmont _____
 Mohr _____
 Nease _____
 Parsons _____
 Rosen _____
 Sullivan _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Holloman _____
 Gandy _____

SUBJECT:

RECORDS AND COMMUNICATIONS
 DIVISION INSPECTION (MORALE)
 b6
 b7C

Div Four Insp. SYNOPSIS JONES, MILTON A. A. A. A.

Supervisor [] of the Crime Records Section advised Inspector that morale in the Correspondence Unit of Crime Records Section (CRS) was low because of high number of letters of censure received by Agent personnel assigned to unit. Feels resignations resulted from letters of censure and pressure.

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All Agent personnel and [] Research Assistant in Correspondence Unit, interviewed. Feeling on part of personnel concerning morale mixed. Inspector feels morale below average. Those interviewed maintain that esprit de corps, enthusiasm and interest in work excellent. All admit existence of a problem which has direct bearing on morale and that is feeling of frustration on part of personnel in Correspondence Unit as to their future in Bureau resulting from high number of letters of censure. All except [] agree error program is good and should not be changed. (Error Program - Any employee dictating or preparing outgoing correspondence addressed to persons by name or outside the Bureau which is found to contain an error is to be censured for each such piece of correspondence containing an error when detected in the Director's Office, Associate Director's Office, or the Bureau Reading Room.) Error program, letters of censure and resignation situation analyzed. Since inception of new error program on 4/8/57, 64 detected outside of the division were charged against Records and Communications Division. On a percentage basis when compared with errors in other divisions, Records and Communications Division was low. However, heavy concentration of these errors found in Correspondence Unit of Crime Records Section. From 4/8/57 to 10/31/58 there were 75 letters of censure directed to Crime Records Section, 52 of which directed to Correspondence Unit. These 52 letters of censure received by 12 individuals and ranged from 1 to 11 letters per individual. Of 12 employees who received 52 letters of censure during pertinent period, 2 resigned, 5 still employed in unit, 1 transferred to Investigative Division, and 3 to Washington Field Office.

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SA [] one of 3 transferred to Washington Field Office, who was so transferred as a result of the error program, stated

JFM:wmj

(6)

cc - Mr. Mohr

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THREE

Memo for Mr. Tolson

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that even though [] one of two who resigned since inception of error program, gave some other reason for resignation, he [] of opinion that [] resigned because of despondency over high number of letters of censure. Still indicated [] was becoming a sick man because of pressure of Correspondence Unit.

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[] stated she knew that prime reason for resignations of Messrs. Hogan, Dyer, [], Turner, [] and others, was pressure of work in Crime Records Section. Inspector recommends no change in new error program.

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Former supervisor estimated that errors in Correspondence Unit have been reduced by 2/3 as a result of program. Analysis of errors reflects that they are of such a nature that more careful proof-reading of letters looking for grammatical errors, and certain changes in the Correspondence Unit should effect further reduction.

(secured)
Present space completely inadequate and space alignment not conducive to high quality work expected of Correspondence Unit. On one occasion Inspector observed seven employees milling about a room in which supervisor dictating letter for Director's signature. Additional space, if properly organized, should help reduce errors. Inspector feels present rate of 20 letters per employee in Correspondence Unit too high to insure quality of letter and degree of accuracy necessary in correspondence for Director's signature. One additional employee would reduce rate to 17 letters per day per employee. Each supervisor would be able to devote approximately 15% more time to each letter. Addition of one Agent to Correspondence Unit should promote greater accuracy. Proper deployment of experienced stenographers in Correspondence Unit should help. Assignment to Correspondence Unit a challenge. Personnel assigned thereto should be thoroughly screened prior to assignment and carefully indoctrinated thereafter. Personnel presently assigned to unit appear capable. Failure to properly indoctrinate employees gives rise to feeling of frustration. Traces of self-pity also evident. Mr. Jones and Mr. Nease aware that problem exists; should have given Director benefit of information concerning problem. Mr. Nease claims condition in Correspondence Unit due to resentment of error program and that with pride in work on part of personnel, error program will take care of itself. Inspector does not agree. No Agents interviewed showed resentment to error program as such. All expressed pride and enthusiasm in work. Inspector feels that with above-indicated changes and with closer guidance, direction and leadership, the condition in Correspondence Unit will improve.

Memo for Mr. Tolson

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RECOMMENDATIONS:

1. [] EOD 12/11/50; GS-13, \$10,370,
Veteran (5 points); Not on Probation.

Inspector feels that [] although his analysis of the situation could not be completely supported by fact, was sincere and motivated in part by lack of any action on part of division officials to take corrective action on problem they knew existed. Inspector realizes there is no room for self-pity. However, it is felt [] had best interests of Bureau at heart and inspection verified to some extent [] allegations.

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Serious administrative action would be recommended against [] for his failure to take appropriate action earlier except it is felt that such action would tend to discourage employees from bringing undesirable conditions to attention of officials.

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It is recommended that [] be censured for his failure to take appropriate remedial action immediately upon becoming aware of the undesirable situation existing in Crime Records Section.

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*Recommend
no further
action
JPM
11/19*



2. Milton A. Jones, EOD 2/6/39; GS-15, \$13,970,
Nonveteran, Not on Probation.

Mr. Jones was aware that a problem existed in Correspondence Unit in that personnel assigned thereto felt their future in the Bureau could be affected unless some consideration is given to their constant exposure to errors and censure. He states that he discussed the matter with Mr. Nichols but other than this he took no positive action to analyze the situation to ascertain if problem had basis in fact. Inspector feels that Mr. Jones failed to properly analyze the situation or to provide the leadership and indoctrination necessary to offset any feeling of frustration and self-pity which may have crept into the Correspondence.

Memo for Mr. Tolson

Unit. Recommendation for administrative action regarding Mr. Jones contained in summary.

3. Mr. Gordon A. Nease, EOD (adjusted) 5/10/38, GS-16, \$14,430, Nonveteran, Not on Probation.

Mr. Nease states he was cognizant of situation in Crime Records Section which he attributes to certain resentment over Bureau error program. He feels that if idea of pride in their work can be instilled in supervisors handling correspondence, the error program would take care of itself rather than change the rule. Inspector feels that Mr. Nease did not properly analyze and handle the problem. As soon as he took over the division he should have immediately advised the Director of the situation and outlined what positive aggressive action he proposed to take to remedy it. By his failure to do this he allowed a situation to simmer which, at best, is not a healthy one. Inspector does not agree with Mr. Nease that errors due to lack of pride on part of supervisors. During interviews, Inspector detected a great deal of pride and enthusiasm on part of supervisors.

Recommendation for administrative action regarding Mr. Nease contained in summary.

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nease, Jones and
[redacted] have failed
miserably in
properly
operating and
indoctrinating
the employees in
this Section. Unless
there is an immediate
improvement, they
will have to be replaced

I recommend
a recheck
by Malone
in 60 days

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1/20
Right.
K

Memo for Mr. Tolson

DETAILS

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BACKGROUND:

Supervisor [] of the Crime Records Section, during an interview by Inspector J. F. Malone, advised that morale in the Correspondence Unit of the Crime Records Section was low because of high number of letters of censure received by Agent personnel assigned to unit.

Agent personnel and [] Research Assistant in Correspondence Unit, interviewed.

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MORALE

Opinion is divided as to the status of morale in the Correspondence Unit. Following are comments of those interviewed in regard to morale.

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[]
"....my morale is as high as ever and my enthusiasm for my work has not diminished in any manner."

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[]
"In response to any inquiry relative to any morale problem I am firmly convinced that the enthusiasm and attitude of all employees of the Correspondence Unit are very high."

David W. Bowers

".....I felt that it is not possible under the true meaning of the word morale to say that morale is good or bad in the unit."

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[]
".....I recognized the existence of a morale problem despite the fact that we are trying very hard to do our jobs, that we have no 'gripes' and that we certainly will not be discouraged in our determination to do the best job possible by any difficulties which we might encounter."

Memo for Mr. Tolson

W. H. Stapleton

"...the enthusiasm and attitude of the Special Agents assigned to the Correspondence Unit are excellent. Howeverit was my thought that morale could not help but be affected by the high degree of vulnerability attaching to correspondence duties and the constant pressure under which they are carried out."

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"....In answer to the question concerning morale.... I felt that there was an exceptionally strong 'esprit de corps' among the employees of the Correspondence Unit of the Crime Records Section."

Milton Jones

Stated that morale is a relative thing. As far as enthusiasm, interest in work and willingness to do a good job, personnel in Correspondence Unit cannot be surpassed.

CONCLUSIONS OF INSPECTOR

Morale is not as high as it could be, because of an existing problem. Attitude of those interviewed excellent.

THE PROBLEM

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"I have received a number of letters of censure resulting from mistakes in outgoing mail andI was personally very concerned about my future in the Bureau as a result."

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"I feel employees of the unit work in a state of apprehension because of the constant heavy volume and pressure and because of the utmost need for accuracy."

David W. Bowers

"My main concern is that my career in the Bureau will be hurt because of my assignment to the unit. I certainly make every possible effort to avoid errors but realize it is impossible to catch them all. I know the chances of my being censured under the error program are far

Memo for Mr. Tolson

greater when I do nothing but handle signature mail than are those of some Agent in another section who rarely ever has to turn out such mail and I fear this other Agent will be promoted past me merely because I have received more letters of censure than he has. I recall the Correspondence Unit had been described to me before I came to the section as 'a treadmill to oblivion' and I certainly do not want to have my record in the Bureau ruined."

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"I think that basically the factor underlying the morale problem is the experience we have had wherein any number of Agents with excellent records elsewhere in the Bureau.....yet almost without exception when these good men have been placed on a correspondence desk, their Bureau records have suffered."

William H. Stapleton

"Relative to the error program I agreed that it had accomplished very successful results but I wondered if its strict application to personnel whose duties in the main consist of preparing correspondence for outside the Bureau was completely fair."

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"I also pointed out that it does not seem logical to count all errors in the same way. Some involve more culpability than others.I submitted an oral suggestion to Mr. Nease that more latitude be taken in scoring errors in the Bureau against employees who are as highly vulnerable as we are in Crime Records Section."

CONCLUSIONS OF INSPECTOR

That apprehension exists on the part of Agents assigned to the Correspondence Unit concerning their future in the Bureau. This apprehension is caused by the number of letters of censure they receive.

ERROR PROGRAM

Since current error program was inaugurated on 4/8/57 there was a total of 64 errors found outside of Records and Communications in mail prepared by the Correspondence Unit and directed outside the Bureau. This number represents the errors detected by the Reading Room. In addition, there were 124 errors detected within the division. Following chart reflects a comparison of the errors of the Records and Communications Division with other divisions:

Memo for Mr. Tolson:

<u>Division</u>	<u>Total Pieces of Mail</u>	<u>Total Errors in Correspondence Detected by Reading Room</u>	<u>Percentage</u>
Identification	7361	19	.00258
Training & Inspection	3893	10	.00256
Administrative	44013	92	.00209
Records & Communi- cations	27702	64	.00231
Domestic Intelligence	24058	98	.00407
Investigative	22849	53	.00231
Laboratory	12111	52	.00429

On a divisional basis the number of errors detected in correspondence directed outside of the Bureau by the Records and Communications Division was comparatively low percentagewise. It is estimated that 95% of all correspondence in the Records and Communications Division emanates in the Crime Records Section and 80% of the correspondence prepared by the Crime Records Section is handled by the Correspondence Unit. All Agents interviewed in the Correspondence Unit were heartily in favor of the error program and believed it should be continued in its present form.

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It should be noted that [] voiced some opposition to the method of counting errors under the error program. She believes that more latitude should be taken in the scoring of errors in the Bureau against employees who are as highly vulnerable as those in the Crime Records Section.

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Mr. [] who was transferred to Washington Field Office from the Correspondence Unit, was interviewed and stated that he felt the new error program under which he received 9 letters of censure while in the Correspondence Unit did a great deal in cutting down errors. He stated that in his opinion the errors were cut 2/3 and he heartily endorses the program.

Memo for Mr. Tolson

CONCLUSIONS OF INSPECTOR

That employees of the Correspondence Unit, because of the nature of their work, do have more errors than any other unit of comparable size in the Bureau and this creates a serious problem concerning which something should be done. However, the error program should not be altered because of this. Inspector believes that by making certain adjustments in the Correspondence Unit, the frequency of errors can be reduced materially.

LETTERS OF CENSURE

From the inception of the error program on April 8, 1957, to October 31, 1958, Crime Records Section received 75 letters of censure. Following is a breakdown of the units to which the letters of censure were directed:

<u>Unit</u>	<u>Present Strength</u>	<u>Letters of Censure</u>
Correspondence	6*	52
Library	1	1
Research	5	3
Special Projects	4	3
Publications	2	5
Section Chief)		
No. 1 Man)	3	11
No. 2 Man)		
	<u>21</u>	<u>75</u>

b6
b7C

*Includes Mrs. [] GS-9 Research Assistant who performs duties similar to those of an agent supervisor in preparing outgoing correspondence.

Memo for Mr. Tolson

It should be noted that of the 75 letters of censure received by the Crime Records Section, 52 were received by the Correspondence Unit. The 52 letters of censure received by the Correspondence Unit were received by 12 individuals and ranged from 1 to 11 letters per individual as follows:

<u>Employee</u>	<u>No. of Letters of Censure</u>	<u>Present Assignment</u>
David W. Bowers	2	Correspondence Unit
[REDACTED]	1	Investigative Div. since 1/58
[REDACTED]	4	Correspondence Unit
[REDACTED]	3	Resigned 10/17/58
[REDACTED]	2	Transferred to WFO 8/57
[REDACTED]	6	Correspondence Unit
Harold P. Leinbaugh	3	Number Two Man
[REDACTED]	2	Correspondence Unit
[REDACTED]	8	Resigned 9/58
[REDACTED]	9	Transferred to WFO 6/58
[REDACTED]	1	Transferred to WFO 4/58
[REDACTED]	11	Correspondence Unit
Total	52	

*GS-9 Research Assistant who performs duties similar to that of an Agent on Correspondence Unit desk.

Memo for Mr. Tolson

Of the 12 employees who received these 52 letters of censure, it will be noted from the above chart that 2 have resigned, 5 are still employed in the unit, 1 was transferred to the Investigative Division, and 3 to the Washington Field Office.

CONCLUSIONS OF INSPECTOR

69% of the letters of censure directed to the Crime Records Section are received by Correspondence Unit. Although the Correspondence Unit is more susceptible to letters of censure than any other unit in the Bureau, the number of letters of censure are entirely too high. This high rate of letters of censure stresses the need for greater accuracy and the elimination of any weaknesses which might contribute to errors. Special concessions to the Correspondence Unit because of the volume of work handled is not the answer and would only tend to increase rather than decrease the number of letters of censure.

RESIGNATIONS

From October 1, 1955, to November 1, 1958, 5 Agents assigned to the Records and Communications Division resigned. All of these Agents were either assigned to the Correspondence Unit of Crime Records Section at the time of resignation or shortly before their resignation.

Following chart sets forth resignations in Records and Communications Division as compared with other divisions:

<u>Division</u>	<u>Total Agent Resignation</u> <u>Oct./55 -</u> <u>Nov./58</u>	<u>Av. # Of Agents Per Division</u> <u>Oct./55 -</u> <u>Nov./58</u>	<u>Percentage</u>
Identification	1	6	16.67
Training & Inspection	2	31	6.45
Administrative	0	29	0
Records & Communications	5	36.5	13.69
Domestic Intelligence	2	148	1.35
Investigative	7	123	5.69
Laboratory	1	81	1.23

Memo for Mr. Tolson

Three of five resignations in Records and Communications Division occurred since inception of new error program 4/8/87.

The percentage of resignations in relation to the number of Agents assigned is extremely high with the exception of Identification Division, where the percentage is high because of the relatively small number of Agents assigned.

In regard to resignations, Mrs. [] stated:
" You asked me specifically if I felt that the hardships which we believe exist in Crime Records have resulted in the resignations of Special Agents and I told you I knew that this was the prime reason in numerous cases. I could cite Mr. [], Mr. [], Mr. [], Mr. [] Mr. [] and others. I do not know the abilities of these men in the field, but I did respect their judgment and abilities at SOG. I told you that I thought that the section suffered from their resignations and in view of their abilities that the Bureau suffered a loss of many good men. I have also seen numerous stenographers and typists leave for other employment rather than put up with the pressure of our section considering the salary scale they were on. Mrs. [] is a good example of an excellent stenographer whom we lost to the Pentagon. I personally overheard one of our present top stenographers, Miss [] tell of waking in the morning crying because the work of the section was so much on her mind. To work as hard as we do and still get 'clobbered' under the error program is demoralizing."

Mr. [] pointed out that there have been some resignations of good men from the section and although the resignees failed to give the real reason for resignation, Mr. [] feels that the resignations were due to a feeling of frustration.

CONCLUSIONS OF INSPECTOR

Whether or not resignations resulted from letters of censure is difficult to establish. We can only take the word of the resignees and none gave letters of censure as a reason for resignation. As indicated previously, of those who resigned since the inception of the new error program, [] had three letters of censure and [] 3.

Mr. Nease's memorandum dated 11/7/58 to Mr. Tolson stated that SA [] had received several letters of censure in connection with work in the Correspondence Unit. He had been moved

Memo for Mr. Tolson

to other work prior to his resignation. His resignation resulted from the fact that under the interview program he indicated serious doubt that he was available for inspection assignments and indicated a preference for security-type work with the result that he was transferred to Pittsburgh. He subsequently resigned because he did not wish to leave the Washington area.

Former SA [] resigned October 17, 1958, b6 b7C and his resignation was undoubtedly the result of having received some letters of censure as a result of work in the Correspondence Unit coupled with the fact that he felt his chances of further advancement were limited since at the time he was interviewed by Mr. Clayton under the interview program he was informed there was a strike against him and that he would have to prove himself. Mr. Nease discussed [] case with Mr. Tolson and it was Mr. Nease's understanding that [] was perhaps resentful of letters of censure he had received and the fact he felt his Bureau career had been blighted. b6 b7C

[] when interviewed, stated that he was very close to []. He felt that [] was an excellent Agent but that he was becoming despondent because of the letters of censure that he was receiving. He stated also that [] health was not good and that he was advised by doctors that the skin disease on his hand was caused by pressure of work. According to Mr. [] asked to get off the Correspondence Desk, having in mind a transfer to another division at the SOG. He stated, however, that inasmuch as he was transferred to Pittsburgh he did not feel he could take the transfer and resigned. b6 b7C

SPACE

Inspection Staff found space in Correspondence Unit and stenographic pool completely inadequate. Space in stenographic pool 47.5 square feet per employee as compared with 59.9 square feet per employee for stenographic pools of the Domestic Intelligence and Investigative Divisions and the Laboratory. The crowded conditions not conducive to accurate work. Stenographic production low.

Space in Correspondence Unit averages 47.4 square feet per employee as compared with approximately 70 square feet per employee over-all average for SOG. Crowded condition creates unwholesome atmosphere for concentration, dictation, and accuracy required of Correspondence Unit personnel. On one occasion, as many

Memo for Mr. Tolson

as 7 employees observed milling about a room in Correspondence Unit while a supervisor was dictating.

Additional space now available and if properly utilized should alleviate above conditions. (Space handled in detail in separate memorandum.)

ADEQUACY OF PERSONNEL

Analysis of personnel in Correspondence Unit reflects need for additional supervisor.

b6
b7C

Three-day survey revealed that 6 supervisors (including Mrs. [REDACTED] a GS-9 Research Assistant) of Correspondence Unit produced 120 letters per day, an average of 20 letters per day per supervisor. Work of supervisors of Correspondence Unit monitored frequently during inspection. Because of deadline nature of work, and because correspondence directed to prominent business, Governmental and professional leaders as well as friends of the Bureau and the general public, Inspector feels that 20 letters per day per supervisor is too high. The assignment of an additional supervisor would decrease the average production from 20 to 17 letters per day per supervisor, thereby affording each supervisor approximately 15% more time to devote to the preparation and review of correspondence with the definite aim of improving the quality of the letters as well as reducing the frequency of errors.

(Recommendations in regard to personnel being made in a separate memorandum captioned "Adequacy of Personnel, Correspondence Unit.")

PERSONNEL SCREENING AND INDOCTRINATION


Personnel presently assigned to Correspondence Unit appear capable. They take a great deal of pride in their work, are enthusiastic and loyal. In screening employees for assignment to Crime Records Section, considerable emphasis is placed upon journalistic background and ability to write, which is as it should be. However, when a group of personnel with specialized aptitudes work together for an extended period of time, a potential develops for possible feeling of superiority. As a result they would look upon errors as an obstacle to their advancement which develops in spite of their ability and over which

Memo for Mr. Tolson

they have no control rather than an obstacle that develops because of their own inadequacies and which they can control. Their inability to properly evaluate the obstacle creates a feeling of frustration with the eventual development of a defeatist attitude.

With this thought in mind, the screening committee, when considering personnel for assignment to Crime Records Section, should consider not only journalistic background but should determine whether prospective candidate is temperamentally suited to handle the assignment which represents a challenge which can be met by positive thinking men who will not be discouraged by temporary obstacles in attaining their objective.

After the employee has been selected, his indoctrination to the work should be a continuing and periodic matter for the Unit or Section Chief.



Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 2-4-59

FROM : W. S. Tavel *WST
Pur 220*

SUBJECT: MILTON A. JONES
 Special Agent
 Section Chief, Crime Records Section
 Crime Records Division
 EOD 2-6-39; GS-15, \$13,970
 Non-Veteran; Not in Reserve
 ON PROBATION since 1-28-59

Tolson _____
 Belmont _____
 Mohr _____
 Nease _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Holloman _____
 Gandy _____

This is a brief, concise summary of Mr. Jones' record for the Director's use. He will complete twenty years of service in the Bureau 2-6-59.

A review of his file reflects that he entered on duty on 2-6-39 as a Special Agent, has been assigned to the Crime Records Section since 2-20-40, is 46 years old and is married, with 3 children. He was last commended on 2-19-58 for reporting to work on 2-18-58 notwithstanding the extremely hazardous travel conditions in view of a snow storm. Administrative action has been taken against him on numerous occasions during the past year, the last instance was 1-28-59, when he was CENSURED and PLACED ON PROBATION for weaknesses in his supervision and administration of the Crime Records Section which were disclosed in the inspection of the Records and Communications Division concluded 1-8-59. The inspection revealed, among other things, that an untidy appearance existed in some units of the section; a low production in the stenographic pool; two stenographers were without regularly assigned typewriters from May through October, 1958; there was an inadequate system for following delinquent work and the procedure for charging out reference material maintained by the section left much to be desired. Furthermore, although he was aware that problems affecting morale existed among certain of his subordinates, he did not thoroughly analyze the situation and he failed to provide those employees with the leadership and indoctrination necessary to offset any feelings of frustration and self-pity on their part.

RECORDED - 147 67-109106-328

By memorandum dated 9-8-58 Mr. Nease recommended the replacement of Mr. Jones as Chief of the Crime Records Section. Mr. Nease pointed out that Mr. Jones was becoming too burdened with administrative detail and was not affording proper leadership to Crime Records Section. In addition, numerous administrative weaknesses were found in the Section. An inspection write-up dated 10-28-58, from Mr. Nease reflected that under Mr. Jones' supervision the reorganization of the Crime Records Section made some months ago was beginning to pay results and there had been a decided improvement in the Section. Mr. Nease stated that it was apparent that Mr. Jones had taken hold of that section in a much more firm manner than in the past, and it was felt that if his present standard of performance would continue, he should be able to function in his present capacity.

During the inspection of the Records and Communications Division

FDH/jas
(2)

THREE

ATTACHMENT (PERMANENT BRIEF)

Mr. Malone advised that Mr. Nease's evaluation of Mr. Jones was well founded. Inspection findings reflect that Jones was extremely capable and a hard worker but he was weak on administration. He was so conscientious about his work that he was reluctant to delegate responsibility. As a result he was so burdened with administrative detail that he did not have time to delve into, analyze, supervise and devote the necessary attention to the over-all operation of the section. The Inspector discussed the many weaknesses found during the inspection with Mr. Jones and he displayed a good attitude and had indicated he was desirous of improving the operation of the section if given the opportunity. It was recommended and approved that he be given an opportunity to demonstrate any qualities of leadership he might have.

His daily average overtime for July, 1958, 2 hours 38 minutes; August, 3 hours 17 minutes; September, 3 hours 7 minutes; October, 3 hours 32 minutes; November, 4 hours 8 minutes; December, 3 hours 26 minutes.

In January, 1958, he listed his offices of preference as Washington, D. C., Richmond, Louisville.

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 1-13-59

FROM : J. P. MOHR

Tolson _____
 Belmont _____
 Mohr _____
 Nease _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Holloman _____
 Gandy _____

SUBJECT: MILTON A. JONES
 SPECIAL AGENT
 Records and Communications Division
 SERVICE AWARD LETTER
 20th Anniversary - 2-6-59
 Not on Probation

For the Director's information, Mr. Milton A. Jones, Special Agent in the Records and Communications Division, celebrates his 20th Anniversary of service with the Bureau on 2-6-59.

For his further information, SA Jones celebrated his 10th Anniversary on 2-6-49. Since that time he has received 10 letters of commendation and 42 letters of censure. He has been placed on probation 5 times. He is presently in GS 15, \$13,970 per annum and his last performance rating was Satisfactory.

The Director may desire to present SA Jones' letter and Key personally. A suggested letter is attached.

Enclosure

1 - Mr. Holloman (direct)

1 - Mr. Nease

CRD:cw

(4)

RECORDED - 142

67-109106-329
Searched
2 FEB 10 1959

94 (11) 7 FEB 12 1959

Mr. Tolson	✓
Mr. Belmont	
Mr. DeLoach	
Mr. Mohr	✓
Mr. Bishop	✓
Mr. Parsons	✓
Mr. Rosen	
Mr. Tamm	
Mr. Trotter	
Mr. W.C. Sullivan	
Tele. Room	
Mr. Holloman	
Miss Gandy	

February 9, 1959

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

K
Farrel
51

Dear Mr. Hoover:

I just wanted to express my appreciation again for your letter of the 6th, the key and the picture in connection with my Twentieth Anniversary.

Your taking the time to come down for the reception is typical of that intangible something which has made the FBI what it is today. I do hope I shall be able to work under your leadership for many more years.

Sincerely yours,

no reply needed ✓

Milton A. Jones
Milton A. Jones

RECORDED - *82*

67-109 106-330	
Searched	Numbered
1 FEB 11 1959	

EXP. PROC.
FEB 9 1959

31

67-109 106-330
7

Mr. Tolson	✓
Mr. Belmont	✓
Mr. DeLoach	✓
Mr. McGuire	✓
Mr. Mohr	✓
Mr. Parsons	✓
Mr. Rosen	✓
Mr. Tamm	✓
Mr. Trotter	✓
Mr. W.C. Sullivan	✓
Tele. Room	✓
Mr. Holloman	✓
Miss Gandy	✓

640 Fourteenth, St
Bowling Green, Ky.
2/15/59

Hon. J. Edgar Hoover
Washington, D.C.

M. A. Jones ✓

Dear Mr. Hoover;

Mrs. Jones joins me in expressing thanks for the gift received from you, showing your picture congratulating our son, # has been with the bureau for twenty years.

We also appreciate having your autograph

Mrs. Jones and I are getting along in years, as she is in her 79 year and I am in my 84 year.

We are hoping that you will have many more years of valuable service to our Country.

Sincerely yours.

Mr. + Mrs. Campbell Jones

Mr. & Mrs. Campbell Jones

Milton A. Jones

no ack 8

EXP-PROC
FEB 17 1959

23 FEB 19 1959

RECORDED - 1
4 FEB 25 1959

67-109106-33
Searched _____ Numbered _____
1 FEB 24 1959

THREE
RUC

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. DeLoach

DATE: March 12, 1959

FROM : M. A. Jones

SUBJECT: ERRORS IN CORRESPONDENCE

Tolson _____
 Belmont _____
 DeLoach _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Holloman _____
 Gandy _____

Since October 8, 1958, the following inaccuracies were contained in material leaving this section which I reviewed and approved:

- (1) "Niece" misspelled "neice."
- (2) "Led" misspelled "lead."
- (3) "Commercial" misspelled "Commerical."
- (4) "Tobacco" misspelled "Tabacco" on form letter.
- (5) Caption affixed to photograph carried date of "January 8, 1958" instead of "January 8, 1959."
- (6) Letter dated "12-15-59" instead of "1-15-59."
- (7) [] misspelled []
- (8) Victor Riesel's name misspelled "Reisel."
- (9) "Fort Worth" misspelled "Forth Worth."
- (10) "Virtue" misspelled "virture."

M. A. Jones

b6
 b7C

RECOMMENDATION:

RECORDED - 131

67-109106-332	
Searched	Numbered
4 MAR 19 1959	

That this matter be referred to the Administrative Division for appropriate attention.

MAJ:mcq
 (2)

Str of censure to Jones
 8/12/59 TJN:pmc

1 MAR 23 1959

March 8, 1959

Mr. [REDACTED]
[REDACTED]

International Lions Club
211 Talahi Road, Southeast
Vienna, Virginia

b6
b7c

Dear Mr. [REDACTED]

Your letter of February 27, 1958, expressing your thanks to Mr. Milton A. Jones, has been brought to my attention. I know that Mr. Jones enjoyed speaking before your group on February 24, and your kind comments regarding his talk are indeed appreciated.

We are always pleased to be able to cooperate with your organization, and whenever we can be of assistance, please do not hesitate to call upon us.

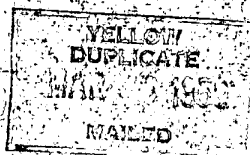
Sincerely yours,

1 - Mr. Jones - Enclosure

① - Personnel File of Milton A. Jones - Enclosure

NOTE: Bufiles reflect nothing derogatory and no prior correspondence. Milton A. Jones EOD 2/6/39, GS-15, assigned Crime Records Division

DCJ:mfz
(6)





b6
b7C

[Redacted]
[Redacted]
[Redacted] Virginia
Phone: [Redacted]

b6
b7C

[Redacted]
[Redacted] Virginia
Phone: [Redacted]

February 27, 1959

United States Department of Justice
Federal Bureau of Investigation
Washington 25, D. C.

ATTENTION: Mr. Milton A. Jones.

Dear Mr. Jones:

I wish to express to you the thanks of the Vienna Lions Club for the most interesting and informative talk you delivered at our meeting on February 24th.

b6
b7C

It has been my endeavour, as [Redacted] this year, to bring before the Club speakers on varied subjects, and your talk has been considered by the members as one of the most outstanding of the year. They have related to me how much they enjoyed your speech and expressed the hope that you could visit with us again in the near future.

Thank you again for providing a very enjoyable evening for the Vienna Lions Club.

b6
b7C

Sincerely,

[Redacted Signature]

March 17, 1959

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

It has been noted that a number of nonsubstantive errors appeared in official correspondence reviewed and approved by you in the recent past. As you know, such errors are a source of embarrassment if they are not discovered and corrected at the Bureau and they must be eliminated.

Hereafter, you will be expected to review Bureau correspondence with greater care and thoroughness so that it will not again be necessary to call your attention to such errors.

Very truly yours,

John Edgar Hoover
Director

- 1 - Mr. DeLoach (Personal Attention)
1 - Crime Records Division Personnel File

Based on memo . M. A. Jones to Mr. DeLoach 3-12-59 MAJ:mcq.

Tolson _____
Belmont _____
DeLoach _____
McGuire _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Holloman _____
Sandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

Proba

Walter - per
exp. person

**FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE**

REPORT OF PERFORMANCE RATING

Name of Employee: MILTON A. JONESWhere Assigned: Crime Records Crime Research
(Division) (Section, Unit)Official Position Title: Chief, Crime ResearchRating Period: from 4/1/58 to 3/31/59ADJECTIVE RATING: SATISFACTORY
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
Initials*mbg*Rated by: C. D. S. Loach Assistant Director 4-21-59
Signature Title DateReviewed by: J. D. Mohr Assistant Director APR 24 1959
Signature Title DateRating Approved by: J. D. Mohr Assistant Director APR 24 1959
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual

67-109106-334

Searched _____ Numbered _____

MAY 11 1959

() 60-Day

() 90-Day

() Transfer

() Separation from Service

() Special

RECORDED - 180

1 JUN 11 1959

3- per

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

5-11-77
P/S working

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee MILTON A. JONES Title Chief, Crime Research
 Rating Period: from 4/1/58 to 3/31/59

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

- Rate items as follows:
☒ Outstanding (exceeding excellent and deserving of special commendation).
☒ Excellent.
☒ Satisfactory (good or very good).
☐ Unsatisfactory.
☐ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated "unsatisfactory" on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 A. Any element rated "Unsatisfactory" must be supported by narrative comments.
 B. An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- | | |
|--|--|
| <input checked="" type="checkbox"/> (1) Personal appearance.
<input checked="" type="checkbox"/> (2) Personality and effectiveness of his personal contacts.
<input checked="" type="checkbox"/> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work-load).
<input checked="" type="checkbox"/> (4) Physical fitness (including health, energy, stamina).
<input checked="" type="checkbox"/> (5) Resourcefulness and ingenuity.
<input checked="" type="checkbox"/> (6) Forcefulness and aggressiveness as required.
<input checked="" type="checkbox"/> (7) Judgment, including common sense; ability to arrive at proper conclusions, ability to define objectives.
<input checked="" type="checkbox"/> (8) Initiative and the taking of appropriate action on own responsibility.
<input checked="" type="checkbox"/> (9) Planning ability and its application to the work.
<input checked="" type="checkbox"/> (10) Accuracy and attention to pertinent detail.
<input checked="" type="checkbox"/> (11) Industry, including energetic, consistent application to duties.
<input checked="" type="checkbox"/> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
<input checked="" type="checkbox"/> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.
<input type="checkbox"/> (14) Technical or mechanical skills.
<input type="checkbox"/> (15) Investigative ability and results:
<input type="checkbox"/> (a) Internal security cases
<input type="checkbox"/> (b) Criminal or general investigative cases
<input type="checkbox"/> (c) Fugitive cases
<input type="checkbox"/> (d) Applicant cases
<input type="checkbox"/> (e) Accounting cases
<input type="checkbox"/> (16) Physical surveillance ability. | <input checked="" type="checkbox"/> (17) Firearms ability.
<input type="checkbox"/> (18) Development of informants and sources of information.
<input checked="" type="checkbox"/> (19) Reporting ability:
<input type="checkbox"/> (a) Investigative reports
<input checked="" type="checkbox"/> (b) Summary reports
<input checked="" type="checkbox"/> (c) Memos, letters, wires
(Consider: <input type="checkbox"/> conciseness; <input type="checkbox"/> clarity; <input type="checkbox"/> organization; <input type="checkbox"/> thoroughness; <input type="checkbox"/> accuracy; <input type="checkbox"/> adequacy and pertinency of leads; <input type="checkbox"/> administrative detail.)
<input type="checkbox"/> (20) Performance as a witness.
<input checked="" type="checkbox"/> (21) Executive ability:
<input checked="" type="checkbox"/> (a) Leadership
<input checked="" type="checkbox"/> (b) Ability to handle personnel
<input checked="" type="checkbox"/> (c) Planning
<input checked="" type="checkbox"/> (d) Making decisions
<input checked="" type="checkbox"/> (e) Assignment of work
<input checked="" type="checkbox"/> (f) Training subordinates
<input checked="" type="checkbox"/> (g) Devising procedures
<input checked="" type="checkbox"/> (h) Emotional stability
<input checked="" type="checkbox"/> (i) Promoting high morale
<input checked="" type="checkbox"/> (j) Getting results
<input type="checkbox"/> (22) Ability on raids and dangerous assignments:
<input type="checkbox"/> (a) As leader
<input type="checkbox"/> (b) As participant
<input checked="" type="checkbox"/> (23) Organizational interest, such as making of suggestions for improvement.
<input checked="" type="checkbox"/> (24) Ability to work under pressure.
<input type="checkbox"/> (25) Miscellaneous. Specify and rate:
<input checked="" type="checkbox"/> Dictation ability |
|--|--|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Supervisory

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk Man

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave during rating period than earned during such period? No (If answer to either question is "Yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use, (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road-test.

ADJECTIVE RATING: SATISFACTORY
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

M. A. J.

MILTON A. JONES

Special Agent
Crime Research Section
Crime Records Division

March 31, 1959

PART I - GENERAL COMMENTS

Mr. Jones makes an excellent appearance and is definitely above average in intelligence. He is industrious, conscientious, and completely loyal. He performs smoothly and efficiently under considerable pressure. The nature of the work in his section, of which he is section chief, makes him more vulnerable to error and possible criticism than the average section chief or Bureau supervisor. His attitude, however, is always good and he extends complete cooperation. Mr. Jones is a firm administrator and is respected by the personnel under him for his superior knowledge of Bureau policy and procedure. He is not of the extrovert type, yet his honesty and solidity demand respect.)

He has been censured ten times since the last rating period, 3-31-58, all letters of censure, however, caused by either errors in correspondence or improper handling of communications. Mr. Jones did not personally prepare the communications in question but as section chief served in a reviewing capacity and therefore was held responsible. There are a number of commendatory letters in his file, placed therein since the last rating period indicating excellent speaking ability on the part of this agent or above-average handling of the general public.

As a result of the inspection of the former Communications and Records Division in December 1958-January 1959, Mr. Jones was placed on probation because of disclosures of weaknesses in his supervision and administration of what was then known as the Crime Records Section. This agent has taken this criticism in a very amenable manner and has performed exceedingly well since being placed in a probationary status. The weaknesses disclosed by the inspection have been tightened considerably and it is at this time believed that Mr. Jones is exhibiting firm, fair leadership and guidance which is absolutely essential for his section to perform effectively.

M A J

During the two months of this rating period that Mr. Jones has been under my supervision, his performance has approached the status of Excellent and shows every promise of continuing at that level. Considering the matters which occurred in the remaining ten months of the annual rating period which this rating covers (referred to in the foregoing comments) and considering the fact that Mr. Jones is still on probation. I consider his overall status for purposes of this annual performance rating as being Satisfactory.

I will continue to give Mr. Jones close supervision but at the same time every opportunity of demonstrating the type of performance which will merit an Excellent on his next rating. I have no hesitancy in stating that my observation to date supports my confidence in his ability to earn such rating providing he does not relax his current efforts.

PART II - SPECIFIC COMMENTS

1. Justification for any minus ratings.

Not applicable.

2. Experience and ability as an Inspector's Aide.

Mr. Jones is qualified as an Inspector's Aide, however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Program.

Not applicable.

4. Testifying experience and ability.

Not applicable.

5. Disciplinary Action.

As stated in Part I, Mr. Jones received ten letters of censure and was placed on probation during the rating period.

6. Accounting Information.

Not applicable.



7. Police Instruction.

(Mr. Jones appears before in-service seminars and is fully capable of speaking before and lecturing to police groups at any time.)

8. Sound Training.

Not applicable.

9. Resident Agents.

Not applicable.

10. Foreign Language Ability

Not applicable.

11. Administrative Advancement

Is Agent

(a) interested in Yes

(b) completely available for Yes

(c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? Yes)

abc

M A 2

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. DeLoach

DATE: May 18, 1959

FROM : M. A. Jones

SUBJECT: CORRESPONDENCE MATTERS
CRIME RESEARCH SECTION
WEEK OF MAY 11, 1959

Tolson _____
 Belmont _____
 DeLoach _____
 McGuire _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Holloman _____
 Gandy _____

Beginning May 8th and continuing through the past week this Section was literally flooded with incoming correspondence. In fact, we handled three or four times the volume last week which we usually have. In order to keep abreast of the incoming mail we set up a special squad under the direct supervision of SA Harold P. Leinbaugh who, in addition to coordinating matters, also dictated a prodigious amount of the correspondence. Mr. Leinbaugh was assisted by SA David W. Bowers who likewise handled a large portion of the dictation. SA [redacted] who heads our Correspondence Unit kept the regular correspondence work running even though he was terribly shorthanded and in addition pitched in on the special items of correspondence as much as he could. Mr. Leinbaugh and Mr. [redacted] were here Saturday a week ago working on correspondence and were here every night during the week with the exception of one night Agent [redacted] had a speech. Bowers was here practically every night last week also.

b6
b7C

Though dozens of stenographers and typists helped out in one way or another, I want to single out specifically those who put in as much as eight hours of extra time during the pertinent period. These were as follows:

b6
b7C

[redacted]
 [redacted]
 [redacted]
 [redacted]
 [redacted]

[redacted]
 [redacted]
 [redacted]
 [redacted]

b6
b7C

RECORDED - 181

67-109106-335	
Searched _____	Numbered _____
2 MAY 26 1959	

1 - Personnel File of each employee mentioned.

MAJ:mcq
(23)

SEE ADDENDUM PAGE 2.

4 MAY 27 1959

3-unt

Memorandum Jones to DeLoach

In addition to the above, the following also put in as much as five hours of overtime during the week:

b6
b7C

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

b6
b7C

I feel that the wholehearted cooperation and willingness to share the workload demonstrated by the above-mentioned employees are an excellent indication of their fine morale and intense interest in their jobs.

RECOMMENDATIONS:

b6
b7C

(1) That Agents Leinbaugh, [REDACTED] and Bowers be commended for their fine work during the week.

*Done
5-22-59
unt*

J

(2) That individual letters of commendation be sent to the clerical personnel who worked as many as eight hours overtime during the week.

*Done
5-22-59
unt*

J

(3) That a copy of this memorandum be placed in the personnel file of the other employees listed above who are not being singled out for individual commendation.

J

ADDENDUM: CDD:ejp: 5-18-59: I should also like to recommend that SA Milton A. Jones, the Chief of the Crime Research Section, be commended for his work in connection with this project. Mr. Jones put in long hours and initiated numerous controls so that this project could run smoothly.

J

*gpl
5/19*

*gpl
5/19*

*Done
5-22-59
unt*

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

4-17-59

I certify that I have received the following Government property for official use:

returned

2 Keys to Room 4234

FILE

3-M

PER da

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANYWAY.

NOT RECORDED

14 APR 21 1959

Very truly yours,

(Written
Signature)

M. A. Jones

(Typed
Signature)

Milton A. Jones

May 22, 1959

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I am certainly pleased to commend you for the excellent work you did in connection with the efficient handling of a heavy volume of incoming mail recently received in your section.

You put in long hours and initiated numerous controls so that this project could be discharged effectively and smoothly. The competent manner in which you carried out your responsibilities was most creditable and I want you to accept this expression of my sincere appreciation.

MAILED 20

MAY 22 1959

COMM-FBI

Sincerely yours,

J. Edgar Hoover

MAY 26 1959

REC'D-READING ROOM
FBI

MAY 22 10 52 AM '59

1 - Mr. DeLoach (Personal Attention)

CMT:afh
(4)
67-109106

Tolson
Belmont
DeLoach
McGuire
Mohr
Parsons
Rosen
Tamm
Trotter
W.C. Sullivan
Tele. Room
Holloman
Gandy

MAIL ROOM ☐ TELETYPE UNIT ☐

June 16, 1959

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

The Bureau is pleased to advise that you are
being removed from a probationary status.

Sincerely yours,

John Edgar Hoover
Director

66-157113-339
JUN 18 1959

- 1 - Mr. DeLoach (Personal Attention)
- 1 - Mr. Tamm
- 1 - Movement
- 1 - Personnel Actions
- 1 - (Direct)

b6
b7C

QPM

Tolson _____
Belmont _____
DeLoach _____
McGuire _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Holloman _____
Gandy _____

FDH:mal
(7)

MAILED 8
JUN 16 1959
COMM-FBI

JUN 18 2 16 PM '59
FBI
RECEIVED

✓

Based on memo Mr. DeLoach to Mr. Tolson 6-12-59 HLE:geg.

3 JUN 22 1959

MAIL ROOM ☐ TELETYPE UNIT ☐

June 11, 1959

PERSONAL

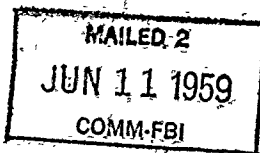
Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I want to take this opportunity to commend you for the suggestion which you made on June 2, 1959, concerning a public relations matter. It is always gratifying when our supervisory officials come forward with ideas for the improvement of Bureau procedures and I want you to know of my appreciation for your contribution in this regard. Appropriate action is being taken to implement this worthwhile idea.

Sincerely yours,

J. Edgar Hoover



JUN 11 11 46 AM '59
REC'D-READING ROOM
FBI

1 - Mr. DeLoach

AGG:vfb (Suggestion #1277-59)
(4)

NOTE: Based on memo M. A. Jones to Mr. DeLoach, 6/2/59, re: Photographs of Bureau Employees Taken With the Director in Connection with Anniversaries or Awards. MAJ:mcq

Tolson _____
Belmont _____
DeLoach _____
McGuire _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Holloman _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

PAST SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL)

Jones, Milton A.

DATE

5-22-59

DIVISION AND SECTION ASSIGNED

Crime Records, Crime Research Section

POSITION TITLE

Section Chief

THIS IS TO CERTIFY THAT I PRESENTLY ☒ HOLD ☐ DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.

PERMIT ISSUED BY:

(STATE, TERRITORY
POSSESSION, DISTRICT)

State of Va.

PERMIT NUMBER

45 7798

PERMIT EXPIRES

1-31-61

THIS IS AN UNRESTRICTED (~~RESTRICTED~~) PERMIT. (IF RESTRICTED, EXPLAIN BELOW)
(STRIKE OUT ONE)

THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY 12,000 MILES. DURING THIS TIME (A) I ☐ HAVE ☒ HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I ☐ HAVE ☒ HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.

* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.

Milton A. Jones
SIGNATURE OF OPERATOR

TO BE FILLED IN BY REVIEWING OFFICIAL

NAME OF REVIEWING OFFICIAL

DeLoach, C. D.

(PRINT - LAST, FIRST, MIDDLE INITIAL)

POSITION TITLE

Assistant Director

DATE

6/16/59

THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:



CONTINUOUS SAFE DRIVING RECORD



INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **

I CERTIFY THAT THIS EMPLOYEE IS:



QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS.



NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.

REMARKS:

67-NO. RECORDED
2 JUL 16 1959

54

2 B B

** "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.

C. D. DeLoach

(SIGNATURE OF REVIEWING OFFICIAL)

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: June 12, 1959

FROM : C. D. DeLoach *CDL*

SUBJECT: MILTON A. JONES
 CHIEF, CRIME RESEARCH SECTION
 EOD 2/6/39, GS-15, \$13,970
 REMOVAL FROM PROBATION

Tolson _____
 Belmont _____
 DeLoach _____
 McGuire _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Holloman _____
 Gandy _____

This memorandum is being written to recommend the removal of Mr. Jones from probation. He was placed on probation by letter of 1/28/59 because of the findings of Inspector Malone who inspected the former Records and Communications Division. These findings pertain to the need for better housekeeping habits, tighter administrative control, low stenographic production and a morale situation in the Correspondence Unit. Subsequent to that time, of course, the Records and Communications Division was split and Jones' section is now the Crime Research Section of the Crime Records Division.

The instructions placing Jones on probation indicated he should be considered for removal after 90 days (which would have been 4/28/59). When I signed Jones' current annual performance rating 4/21/59 rating him satisfactory I commented on his excellent attitude and the fact that he had performed exceedingly well since being placed on probation and was exhibiting firm, fair leadership and guidance for the section. Nevertheless, I felt I wanted to be absolutely certain that this trend would continue. In the almost 60 days which have transpired since then, I am convinced his completely satisfactory performance was not any "temporary spurt" but rather it indicates a continuing pattern which in my opinion justifies his removal now from probation.

Jones has been commended a number of times since during his probationary period. He was censured only once (3/17/59), and this was for an accumulation of reviewer errors dating back to 10/8/58 under the error program. One of his commendations was for the splendid handling of the overwhelming volume of correspondence resulting from the Director's 35th Anniversary.

As you know, Jones' section has handled one special after another during his probationary period which were somewhat over and beyond the normal workload. These included such things as the stepped up public relations program, the communism poster, the voluminous correspondence from the Corbett mail,

1 - Mr. Mohr

HIN
 HLE:geg
 (3)

67-109106-338
 Searched _____
 5 JUN 16 1959
 25

3-mak

DeLoach to Tolson

numerous memoranda and letters resulting from resolutions, special awards, special releases and articles, the Poplarville case, the field seminar, expanded speech program and the JOUAM speech. Frankly, I have been gratified at the outstanding efforts of the men under Jones' leadership, their striving to meet deadlines and their deep concern over trying to improve correspondence generally.

An additional hardship which Jones has had to absorb arose from the transfer of Kemper to my front office and the breaking in of a new Number One Man for Jones.

I can state in all sincerity that the Crime Research Section seems to be sparing no effort to give the kind of service to you and the Director for which it rightfully exists.

RECOMMENDATION:

That Milton A. Jones be rewarded for his efforts at this time by removal from probation.

*Jaquie
GRC
6/15*

V.

*Dupin
Jaquie
Jern...
6/15*

June 17, 1959

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

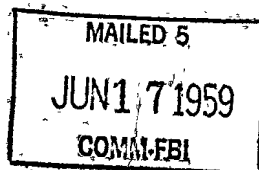
Dear Mr. Jones:

I am taking this means to commend you and, through you, the personnel of the Crime Research Section for your excellent work in connection with the research necessary for the filming of the motion picture "The FBI Story."

Your section handled this vital phase of this undertaking in an expeditious and thorough fashion, thus contributing materially to the success of this picture. I am pleased to extend to you and the personnel of your section who took part in this operation my appreciation for a job very well done.

Sincerely yours,

J. Edgar Hoover



1 - Mr. DeLoach (Personal Attention)

CMT:cmt
(4)

LoB
Tolson _____
Belmont _____
DeLoach _____
McGuire _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Holloman _____
Gandy _____

JUN 22 1959 82

MAIL ROOM ☐ TELETYPE UNIT ☐

JUN 17 10 49 AM '59
REC'D-READING ROOM
FBI

339

WST
JC
JUN 18 1959
FBI

Copy #143
June 12, 1959

TO: Mr. DeLoach
FROM: M. A. JONES
SUBJECT: "THE FBI STORY" MOTION PICTURE
COMMENDATION MATTER

Milton A. Jones

During the period from March 19, 1957, when the original conferences were held with representatives of Warner Brothers concerning the preparation of the script until the actual completion of "shooting" in December, 1958, Bureau employees in many divisions contributed materially to the success of this project.

Our original agreement with Warner Brothers called for us to have full control over the approval of people who would be intimately associated with this film. This included production personnel as well as actors and actresses. By this means, we were able to safeguard the Bureau from any potential embarrassment resulting from the employment of a security or criminal subject on our motion picture.

There is set forth a list of Bureau personnel who performed outstanding efforts in connection with handling this massive name-check project, as well as conducting highly important research tasks in connection with this project. It should be borne in mind that these namechecks were received from the Bureau's representatives assigned to the motion picture in Los Angeles and were handled on a 24-hour basis. The speed and efficiency with which these namechecks were handled made an indelible impression upon the top officials of Warner Brothers to whom the approval or disapproval of a participant in this motion picture was made.

File Review Section, Files and Communications Division:

Personnel of the File Review Unit of the Files and Communications Division who did outstanding work in connection with namecheck requests were: Mrs. [redacted]; and [redacted]

b6
b7C

[redacted]. It is felt that they should receive letters of commendation.

Service Unit, Files and Communications Division: Done 6-17-59

afb

b6
b7C

It is felt that a letter of commendation should be directed to Mrs. [redacted], and, through her, commend the employees of the Service Unit of the Files and Communications Division for the accurate and expedite service which they rendered in connection with the namechecks involved with "The FBI Story."

Done

1 - Mr. Mohr
JTM:mcq (5)

6-17-59 afa
Original filed in 67-043-525

51259

Identification Division:

b6
b7C

b6
b7C

Miss [] to Inspector A. K. Bowles of the Identification Division, did magnificent work in connection with this project. In addition to the Bureau indices check, the Identification Division records were also checked on all actors and employees concerned with this motion picture. Needless to say, these checks were conducted on the basis of name only and with the sketchiest background data, and like the namechecks, a 24-hour deadline was involved. Miss [] worked extremely long hours and maintained her typically high degree of accuracy and proficiency in coordinating the work of the Identification Division in connection with the namecheck problem. It is felt that a letter of commendation should be directed to Miss []

Crime Research Section:

Done
6-17-59
afb

b6
b7C

It is felt that a letter of commendation to Mr. Milton A. Jones, Section Chief, Crime Research Section, should be approved, and in this letter, the personnel of this section should be generally commended for their over-all efforts in conducting research and name-check matters which contributed materially to the success of "The FBI Story."

It is felt that individual letters of commendation should be directed to:

(1) SA [] (currently of the Chicago Office) who performed ably on his exclusive assignment of handling namechecks here at the Bureau under the direction of SA Gordon E. Malmfeldt.

b6
b7C

(2) SA Charles E. Moore, Jr., performed very ably in connection with the namechecks and research involved in connection with this motion picture.

(3) SA Alden C. McCray (presently Assistant Legal Attache, London) was extremely helpful in the planning stages of this motion picture when he accompanied the art director, unit manager, cameraman and chief electrician working on "The FBI Story" on a preproduction trip to locations at the Seat of Government, Quantico and New York City. He made many valuable suggestions which enabled appreciable increases to efficiency to be achieved in the actual production through his careful preplanning.

b6
b7C

(4) The Misses [] and [] of the Crime Research Section, on the basis of incoming communications from Los Angeles, prepared the lists of names to be checked in Bufiles and Identification records; dealt with the Service Unit; called the files and greatly assisted SAs Malmfeldt, [] and Moore from a clerical capacity in connection with this very special project.

(5) Miss [] handled all the expedite dictation in connection with these namechecks enabling the Bureau to adhere to the 24-hour deadline. Her work was of the highest caliber and certainly worthy of commendation in connection with this special project.

Done
6-17-59 afh

Reading Room, Files and Communications Division:

b6
b7c

Miss [] of the Reading Room, Files and Communications Division, assisted SA Malmfeldt in reviewing files containing possible derogatory references in connection with the namechecks. According to Mr. Malmfeldt, she did an outstanding job and utilized a great deal of initiative in arriving at proper decisions in connection with these file reviews. It is felt that she should receive a letter of commendation.

Done
6-17-59
afh

Division Heads:

Letters of commendation should be directed to Assistant Directors John J. McGuire, Donald J. Parsons, C. Lester Trotter and John P. Mohr expressing appreciation for the cooperation and courtesies performed by both themselves and members of their Divisions in connection with scenes of the film shot within their Divisions' space.

Exhibits Section, Administrative Division:

Done
6-17-59
afh

A commendatory letter should be directed to Inspector Leo Gauthier and, through him, commendation should be extended to employees of the Exhibits Section for their exceptionally fine efforts in the preparation of props and other background material which lent authenticity to the film.

Done 6-17-59
afh

Firearms Staff, FBI Academy, Training and Inspection Division:

A letter should be addressed to SAC Henry L. Sloan and, through him, commendation should be rendered to the staff at Quantico who assisted so ably in connection with the portion of the motion picture filmed at that location.

It is felt a separate letter of commendation should be directed to SA George Zeiss III, Firearms Instructor, Quantico, who had a very lengthy and difficult speaking role in connection with the sequences at Quantico involving the surprise target course (Hogan's Alley).

Done
6-17-59
afh

Los Angeles Office:

A letter should be directed to SAC D. K. Brown of the Los Angeles Office expressing appreciation for the outstanding cooperation rendered by the Los Angeles Office in graciously and ably supplying Special Agent and clerical personnel for use in the motion picture, as

well as the fine services afforded to SAs [] and E. C. Kemper on the part of the Los Angeles Office personnel in the conducting of namechecks and research projects.

b6
b7c

A separate letter of commendation should be directed to SA [] of the Los Angeles Office. SA [] is that office's primary liaison representative with the motion picture industry and was of inestimable value to the Bureau's representatives working on the film in arranging introductions and greatly facilitating their work in connection with the motion picture. The Bureau's representatives were most impressed by the caliber of SA [] liaison efforts on behalf of the Bureau with the motion picture industry.

RECOMMENDATION:

Done
6-17-59
afh

It is recommended that this memorandum be referred to the Administrative Division for appropriate handling in the event of approval being granted for the recommendations for commendatory letters set forth in the body of this memorandum.

JTM

Letters
6-17-59
Afh

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. DeLoach

DATE: September 25, 1959

FROM : M. A. Jones

SUBJECT: ERROR IN CORRESPONDENCE
LETTER TO MALCOLM DIAS
BRONX, NEW YORK
9/23/59

Tolson ☒
Belmont ☒
DeLoach ☒
McGuire ☒
Mohr ☒
Parsons ☒
Rosen ☒
Tamm ☒
Trotter ☒
W.C. Sullivan ☒
Tele. Room ☒
Holloman ☒
Gandy ☒

Captioned letter was returned to Crime Research Section by Mr. Tolson's office inasmuch as correspondent's first name, [redacted] was misspelled on the original letter-- [redacted] The envelope, the copy, and the yellow were correct. This letter was originally prepared by SA Donahue and approved in the section by SA Leinbaugh. This letter came across my desk during the late evening and I had the night steno, Miss Jean Clegg, type the word "PERSONAL" on this letter. She made an error in typing this word and, therefore, retyped the original letter only and I thereafter forwarded it to your office.

b6
b7C

Inasmuch as SA Donahue did not see this retype, he should not be charged with an error.

RECOMMENDATIONS:

1. It is recommended that Miss Clegg who retyped the original letter be charged with an error.

RECORDED - 143

67-109106-396
5 OCT 3 1959

2. It is recommended that I be charged with a review error.

MAJ/der;emb

(2)

Jones should be censured & miss Clegg charged with a steno error.

5/1 Str of Censure to Jones 10/2/59

9/30

3/10

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

9-21-59

I certify that I have received the following Government property for official use:

~~returned~~

Inspectors' Manual # 820
(Issued August 17, 1959)

RETURNED:

Inspectors' Manual # 68 ✓
(Issued August 15, 1956)

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY.

FILE

3-M

PER

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

9-14-59

I certify that I have received the following Government property for official use:

~~returned~~

Position Classification Manual #73
(issued 8-13-59)

RETURNED

Position Classification Manual #87 ✓
(issued 12-3-56)

FILE

3-M

PER ad

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

9 SEP 16 1959

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

July 8, 1959

I certify that I have received the following Government property for official use:

returned

Key to Room #7204 {tel-key-cabinet}
Key to Room #7103 {tel-key-cabinet}
Key to Room #7105 {tel-key-cabinet}
Key to Room #7107 {tel-key-Cabinet}

FILE

3-M

PER *da*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY. *34*

Very truly yours,

(Written Signature)

Milton Jones

(Typed Signature)

Milton A. Jones

01-1001
7 JUL 15 1959

October 2, 1959

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

An outgoing communication prepared in the
Crime Research Section under date of September 28, 1959,
contained an error. It was your primary responsibility in
this instance to insure that the communication was entirely
accurate and you failed to do this.

Accordingly, you should exercise greater thorough-
ness and care in connection with Bureau mail so that such
errors may be eliminated.

Very truly yours,

J. Edgar Hoover

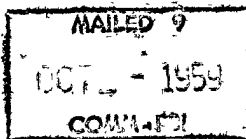
John Edgar Hoover
Director

REC'D-READING ROOM

OCT 2 2 33 PM '59

JIC:pmc

(5)



1 - Mr. DeLoach (Personal Attention)

1 - Mr. DeLoach (Personal Attention)

1 - Crime Records Division Personnel File

Based on memo M. A. Jones to Mr. DeLoach 9-25-59 MAJ:der;emb.

Tolson _____
Belmont _____
DeLoach _____
McGuire _____
Mohr _____
Parsons _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Holloman _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. DeLoach

DATE: November 20, 1959

FROM : M. (A.) Jones

SUBJECT: SPEECH MATTER

M. A. Jones

b6
b7C

Tolson _____
 Belmont _____
 DeLoach _____
 McGuire _____
 Mohr _____
 Parsons _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Holloman _____
 Gandy _____

As you recall, Mr. [] prepared a note to Mr. Tolson dated 11-18-59 in regard to a telephonic request of Mr. [] Washington, D. C., for the Director to make an address at the Youth Power Congress on 2-12-60 at Chicago, Illinois. On the second page of this informal memorandum-type item, Mr. [] pointed out that if the Director concurred, Mr. [] could be called and advised of a prior commitment for that date on the part of the Director. To this suggestion Mr. Tolson noted "I agree" and the Director noted "Right. H."

Before the memorandum returned to Mr. [] for the purpose of calling Mr. [] the memorandum came into our Division on 11-19-59 and was routed to this Section for informational purposes. It was sent from my desk to the Section Speech Room at about 11:00 a.m. on 11-19-59. There it was handled by Mrs. [] clerk, GS-4, who is the clerical supervisor in the Speech Room. Mrs. [] with a college education and valuable receptionist background, is a very diligent and conscientious employee. The volume of correspondence passing across her desk on 11-19-59 was exceedingly heavy, and, accordingly, the usual processing of factual data on a speech matter was not done until late in the afternoon. Consequently, the original memorandum did not return to Mr. [] until after 5:30 p.m. on 11-19-59. All employees of this Section are again being cautioned concerning situations such as this at a Section-wide conference this afternoon and are being alerted to be on the look-out for any pieces of mail which might come down to us for informational purposes, and no further action is suggested.

b6
b7CRECOMMENDATION:

For information.

RECORDED 32

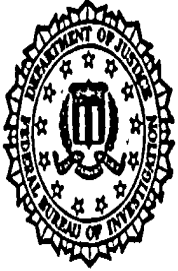
67-109106-392	
Searched	Indexed
1	1

Recommendation memo
 be placed in M.A. Jones
 Personnel file in view of
 carelessness in programming
 which is clearly a delay
 explanation satisfactory
 11/20
 J. Lee
 3/11

LH:ncr

(2)

JAN 7 1960



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON A. JONES
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name <u>Fannie M. Jones</u>	Relationship <u>wife</u>	Date <u>10-19-59</u>
Address <u>Rt 4, Box 438 Annandale Va</u>		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name <u>Fannie M. Jones</u>	Relationship <u>wife</u>	Date <u>10-19-59</u>
Address <u>Rt 4, Box 438 Annandale Va</u>		

67-NOT RECORDED
2 OCT 20 1959

Very truly yours,

Milton A. Jones
Special Agent

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

~~returned~~ /

2 KEYS TO ROOM 4237 ✓✓

1 Key to Room #4239 ✓✓

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

54
RECORDED

67-1401
9 OCT 2 1959

FILE

3-M

Very truly yours, 1 PL

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

OCCUPATIONAL MEDICAL EXAMINATION

DATE: 1-1-68
 NAME: [illegible]
 GRADE: [illegible]
 SERVICE: [illegible]

1. NAME: [illegible]
 2. DATE OF BIRTH: [illegible]
 3. PLACE OF BIRTH: [illegible]
 4. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN: [illegible]
 5. EXAMINING FACILITY OR LOCATION AND ADDRESS: [illegible]
 6. OTHER INFORMATION: [illegible]

7. PATIENT OR SPECIALTY: [illegible]
 TIME IN THIS CAPACITY: TOTAL [illegible] LAST SIX MONTHS [illegible]
 NOTES: Describe every abnormality in detail. (Enter permanent item number in column 1 and additional abnormalities in column 2.)

CLINICAL EVALUATION	
NORMAL	1. HEAD, FACE, NECK, AND SCALP
	2. NOSE
	3. EARS
	4. MOUTH AND THROAT
	5. EARS—GENERAL (For 4 ear canals. (Assessors acuity under items 70 and 71))
	6. DRUMS (Perforation)
	7. EYES—GENERAL (Visual acuity and refraction under items 80, 81, and 82)
OK	8. OPHTHALMOSCOPIC
	9. PUPILS (Equality and reaction)
	10. OCULAR MOTILITY (Isolated parallel movements and conjugate)
	11. LUNGS AND CHEST (Include breasts)
	12. HEART (Throat size, rhythm, sounds)
	13. VASCULAR SYSTEM (Varicose veins, etc.)
	14. ABDOMEN AND VISCERA (Include hernia)
	15. ANUS AND RECTUM (Hemorrhoids, fistula) (Prostate if indicated)
	16. ENDOCRINE SYSTEM
	17. G.U. SYSTEM
	18. UPPER EXTREMITIES (Strength, range of motion)
	19. FEET
	20. LOWER EXTREMITIES (Strength, range of motion)
	21. SPINE, OTHER MUSCULOSKELETAL
	22. IDENTIFYING BODY MARKS, SCARS, TATTOOS
	23. SKIN, LYMPHATIC
	24. NEUROLOGIC (Equilibrium tests under item 83)
	25. PSYCHIATRIC (Special/Very personal by deviation)
Female only	(Check box only)
	26. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL

- callus ball of foot

101-343

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)

0—Ectopic teeth X—Missing teeth (X X 8)—Fixed bridge, brackets to include elements
 1—Non-restorable teeth XXX—Replaced by dentures

R	X	2	3	4	5	6	7	8	9	10	11	12	13	14	15	X	L
H	X	21	30	29	28	27	26	25	24	23	22	21	20	19	18	X	T

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISORDERS

Meets Dental Standards

LABORATORY FINDINGS

45. URINALYSIS: SP. GR. 1.030
 ALBUMIN Neg. SUGAR Neg. MICROSCOPIC Neg.
 46. BLOOD TYPE AND RH FACTOR: [illegible]
 47. CHEST X-RAY (Place date on negative result): 1-5-68
 48. SEROLOGY (Specify test and result): [illegible]
 49. OTHER TESTS: [illegible]

WNL

MAJ

MEASUREMENTS AND PHYSICAL FINDINGS

51. HEIGHT 74	52. WEIGHT 170	53. COMPLEXION Blonde	54. COLOR EYES Blue	55. BUILD SLENDER MEDIUM HEAVY OBLIQUE
57. BLOOD PRESSURE (Ave of 3) (mm)		58. PULSE (Ave of 3) (b/min)		
SITTING SYS. 118 DIA. 72	STANDING SYS. 118 DIA. 72	STANDING (1 min) SYS. 118 DIA. 72	STANDING (3 min) SYS. 118 DIA. 72	STANDING (5 min) SYS. 118 DIA. 72
59. DISTANT VISION		60. REFRACTION		61. NEAR VISION
RIGHT 20/20	LEFT 20/20	BY 20/20		BY 20/20
62. MET. VISION (Specify distance)		63. COLOR VISION (Test used and score)		64. DEPTH PERCEPTION (Test used and score)
65. ACCOMMODATION		66. FIELD OF VISION		67. INTRAOCULAR TENSION
RIGHT	LEFT	68. RED LENS		69. INTRAOCULAR TENSION
70. HEARING		71. AUDIOMETER		72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)
RIGHT WY 715 SV	LEFT WY 15 SV	73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY		

See Attached

610-ADMIN II
 FBI
 JUN 21 5 23 AM '54

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

36. Callous - Corn Mixture

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)		76. PHYSICAL PROFILE	
77. IS QUALIFIED FOR		78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER	
79. TYPED OR PRINTED NAME OF PHYSICIAN		80. TYPED OR PRINTED NAME OF PHYSICIAN	
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)		82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY	
83. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY		84. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY	

ATTACHMENT TO STANDARD FORM 88, REPORT OF MEDICAL EXAMINATION

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER

Name of Examinee: JONES MILTON ANKERS
 (Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	62
3	65
11	67
14	68
17	69
46	71
48	72
49	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS
OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

TO BE ANSWERED IN THE CASE OF ALL MALE EMPLOYEES AND MALE APPLICANTS:

- Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?
☒ No ☐ Yes. If "yes" please specify defects. _____
- Does examinee have any defects prohibiting safe operation of motor vehicles?
☒ No ☐ Yes. If "yes" please specify defects. _____

100-300000 - 343

Weights for Males

Height Feet-Inches	SMALL FRAME		MEDIUM FRAME		LARGE FRAME	
	Desirable	Maximum	Desirable	Maximum	Desirable	Maximum
5 4	121-131	143	129-139	152	136-148	162
5 5	124-134	146	132-142	155	140-152	166
5 6	128-138	151	136-146	160	144-157	172
5 7	131-142	155	140-151	165	148-161	176
5 8	135-146	160	144-155	170	152-165	181
5 9	139-150	164	148-159	174	156-170	186
5 10	143-154	168	152-163	178	160-175	192
5 11	147-159	174	156-168	184	164-180	197
6 0	152-164	179	161-173	189	169-185	203
6 1	158-170	186	166-179	196	174-191	209
6 2	163-175	192	171-184	201	179-197	216
6 3	168-180	197	176-189	207	184-202	221
6 4	174-186	204	182-195	214	190-208	228
6 5	180-191	209	188-201	220	196-214	234

3. Examinee's frame is ☐ small ☐ medium ☒ large

4. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

5. Under proper medical supervision, examinee should ☐ lose _____ pounds

☐ gain _____ pounds

b6
b7C

Remarks: _____

(Signature of Medical Examiner)

OCT 9 1959

(Date)

January 6, 1960

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I have reviewed the handling in the recent past by certain of your subordinates in the Crime Research Section of a matter pertaining to the American Bar Association, and there was a failure in this instance to exercise sufficient alertness and initiative. Even though there was a conflict in instructions received, an undesirable situation could have been avoided if appropriate steps had been taken to resolve the conflict. A weakness of this type reflects unfavorably upon your administration of the Crime Research Section.

Accordingly, it will be necessary for you in the future to give your subordinates more thorough and vigorous indoctrination and leadership to assure that similar matters are handled with greater discernment and effectiveness so that there will be no further occasion to call your attention to such a weakness.

Very truly yours,

John Edgar Hoover
Director

1-Mr. DeLoach (Personal Attention)

TJN:vle

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Gandy _____

1-Crime Records Division personnel file

Note: Based on DeLoach to Mohr memo 1-2-60 CBF:jo

MAIL ROOM: ☐ TELETYPE UNIT: ☐

RECEIVED
FBI
READING ROOM
JAN 6 4 53 PM '60

[Handwritten signature]

[Handwritten signature]

[Handwritten initials]

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Mohr

DATE: January 2, 1960

FROM : C.D. DeLoach

SUBJECT: INVITATION FOR THE DIRECTOR, MR. TOLSON AND INSPECTOR EDWARDS TO ATTEND THE AMERICAN BAR ASSOCIATION (ABA) PRESIDENT'S CONGRESSIONAL BUFFET SUPPER, JANUARY 19, 1960, STATLER HOTEL WASHINGTON, D. C.

Tolson ✓
 E.A. Tamm ✓
 Clegg ✓
 Glavin ✓
 Ladd ✓
 Nichols ✓
 Rosen ✓
 Tracy ✓
 Carson ✓
 Egan ✓
 Gurnea ✓
 Harbo ✓
 Hendon ✓
 Pennington ✓
 Quinn Tamm ✓
 Nease ✓
 Gandy ✓

BACKGROUND:

BACKGROUND: [redacted] was in telephonic contact with Inspector H. L. Edwards on December 15, 1959, regarding the Director's possible appearance as guest speaker at a regional meeting of the ABA at Portland, Oregon, May 23, 1960. Mr. [redacted] also indicated he was interested in having the Director, Mr. Tolson and Mr. Edwards attend his Congressional Buffet Supper on January 19, 1960 at the Statler Hotel in Washington. Mr. Edwards prepared a memorandum dated December 15, setting forth this information and recommending that the Director indicate whether he would consider accepting an invitation to speak at Portland on May 23, 1960, and whether the Director and Mr. Tolson were desirous of accepting an invitation to attend the ABA's Congressional Buffet Supper on January 19, 1960.

Mr. Tolson suggested that all the invitations be declined. The Director declined to consider the speaking engagement, but indicated that he and Mr. Tolson would accept an invitation to attend the supper and approved of Inspector Edwards also accepting an invitation to the supper.

A form letter dated December 17, 1959, was received from Mr. [redacted] which stated that an official invitation would be forthcoming after the first of the year, to attend the buffet supper on January 19, 1960. The letter stated that, "I wanted to write you so that you could make arrangements to come to Washington and act as one of the Host Committee, etc." The letter requested that Mr. [redacted] of Washington, D. C. be notified, "whether or not you will come. This is so that we can select another person from your state to represent the lawyers of your state, if you cannot attend." In addition to the above inapplicable remarks, it would

- 1 - Inspector H. L. Edwards
1 - Mr. M. A. Jones

CBF:jo
(6)

Let to C.D. Enloach

1-6-60

75 N.ole

REC-131

١٠٠٠

Index

3/20

DeLoach to Mohr (continued)

AMERICAN BAR ASSOCIATION PRESIDENT'S CONGRESSIONAL BUFFET
SUPPER INVITATION

have been expected that Mr. [] invitation, when received, would have also invited Mr. Tolson and Inspector Edwards as indicated in Mr. Edwards' memo of December 15, 1959, or else they would have received similar letters. The letter was sent from my office to the Crime Research Section with a notation to decline.

b6
b7C

I received an invitation

Mr. Edwards' memo had previously been appropriately noted and recorded by the clerk, Mrs. [] in Crime Research Section, and she concluded upon receipt of [] letter with the notation attached to decline, that there had been a change in plans. Accordingly, SA [] prepared a letter of declination dated December 23, 1959, which was approved by Section Chief Milton A. Jones and me.

b6
b7C

SUGGESTED COURSE OF ACTION:

Inspector Edwards is closely associated with Mr. [] of the ABA, and can very readily explain to him there has been a change in the Director's commitments and he can now attend the buffet supper and will accept the official invitation, mentioned in [] letter, when it is received.

b6
b7C

RECOMMENDATIONS:

1. That SA Milton A. Jones and I be censured for the failure of this office and Crime Research Section to handle this matter properly. Despite conflicting instructions from this office, Crime Research Section should have checked back with me to be sure that this matter was appropriately handled.

Agree
DM
1/4

✓

I concur.
H.

2. That Inspector Edwards contact Mr. [] and explain that a change in the Director's commitments now makes it possible for Mr. Hoover and Mr. Tolson to attend the buffet supper on January 19, 1960, at the Statler Hotel and ^{they} will accept the official invitation upon its receipt. (Accordingly, Inspector Edwards is also accepting Mr. [] invitation for him to attend.)

b6
b7C

Agree
DM
1/4

- 2 -
✓ No. Since it has been declined let it stand. This was atrociously handled. H.

January 29, 1960

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

The information you have submitted regarding the ten-day period which elapsed before an acknowledgment of a letter from Miss [redacted] was sent has been carefully reviewed and there was no excuse for this delinquency. As Chief of the Crime Research Section it was your responsibility to insure the prompt handling of such matters and this dereliction reflects unfavorably upon your performance of your supervisory duties.

b6
b7C

Delays of this nature cannot be permitted and you will be expected to take prompt and appropriate action to prevent any recurrence.

JIC:pmd
(5)

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

MAILED 10

JAN 30 1960

COMM-FBI

- 1 - Mr. DeLoach (Personal Attention)
1 - Crime Records Division Personnel File

Based on memo M. A. Jones to Mr. DeLoach 1-27-60 MAJ:dmr/jo.

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
andy _____

Mr. Ingram

MAIL ROOM

TELETYPE UNIT

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

~~returned~~

Key to Room 7541

*File
3/12*

33

READ

67 NOT RECORDED

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: January 27, 1960

FROM : M. A. Jones

SUBJECT: LETTER TO MISS [REDACTED]
LOS ANGELES, CALIFORNIA

b6
b7C

A letter from captioned individual, who is listed in the [REDACTED] indices of this Section, was received in the Crime Research Section at 12:47 p.m. on Friday, 1-15-60. The outgoing letter to this person was dated for Monday, 1-25-60. Mr. Tolson has asked for an explanation regarding the delay in handling this letter.

After determining that the sender of the letter was known to the Bureau of Narcotics as [REDACTED] Mrs. [REDACTED] GS-9, Research Assistant who handled this piece of mail, noted the possibility of a White Slave Traffic Act interest and in a discussion with the Investigative Division decided that the field should contact Miss [REDACTED] for additional information. Outgoing memorandum to Los Angeles was dictated on Tuesday, 1-19-60; after mechanical errors were corrected, it was redictated and on Wednesday, 1-20-60, it was reviewed in the Section and a policy change was made to send Miss [REDACTED] an in-absence letter. After it was retyped according to this instruction, it was finally approved out of the Section late Thursday, 1-21-60, and carried the date of the following Monday, 1-25-60, in accordance with regular procedure for late Thursday mail.

b6
b7C

During the week of 1-18 to 1-22-60 the flow of mail on the routine desk handled by Mrs. [REDACTED] was extremely heavy with 1136 pieces of mail being handled by the three dictators on this desk. Because Miss [REDACTED] was known to be [REDACTED] priority apparently was given to other more important pieces of correspondence, and this piece of mail was not given special attention. In recent months the volume of routine mail on this desk has increased notably, and in addition, we are placing higher demands for handling more complex items on this desk. Mrs. [REDACTED]

b6
b7C

1 - Mr. DeLoach
1 - Mr. Callahan

MAJ:dmr/jc
(4)

5 to of exposure to Mr. DeLoach
MAJ Jones
1/29/60

b6
b7C

Tolson
Belmont
Callahan
DeLoach
Malone
McGuire
Rosen
Tamm
Trotter
W.C. Sullivan
Tele. Room
Ingram
Gandy

Jones to DeLoach memo

Re: LETTER TO MISS [REDACTED]

b6
b7C

is a very experienced correspondence handler, is noted for her willingness to spend long hours in handling her work and has a remarkable capacity for handling varied and difficult correspondence. In recent months she has handled an extremely high volume of work. On numerous occasions it has been necessary to give her assistance from a GS-6, Correspondence Clerk, and also to have some of the Special Agent Correspondence Supervisors aid in answering the routine mail.

b6
b7C

We regret very much the delay in this piece of mail. In view of the tremendous increase of volume, we are reassigning an additional employee to this unit. We are definitely at fault in this matter and will definitely take steps to see this does not recur.

RECOMMENDATION:

For information.

The delay was too long. I am asking Inspector Desmond to look into handling of correspondence in Crime Records.

DeLoach
1/27

M.A. Jones & DeLoach shared
We with Mrs. [unclear]
also censured
Sp. Agt. Sup.

There are too many such errors - appropriate letters of censure should be written

gale
1/28

JDR
1/28

AK.
H

yes 1/28

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

1-27-60

I certify that I have ~~received~~ the following Government property for official use:
returned

Key to Room 7204 (e)
7103
7105
7107

READ

The Government property which you hereby acknowledge,
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

ANY WAY. NOT RECORDED

JAN 28 1960

Very truly yours,

(Written
Signature)

Milton A. Jones / gas

(Typed
Signature)

Milton A. Jones

February 5, 1960

PERSONAL

Dear Mr. Jones:

Tomorrow marks your Twenty-first Anniversary in the Bureau's service, and I did want to extend to you my warmest congratulations on this occasion. Your loyalty and devotion to duty have contributed a great deal to the Bureau's achievements and successes, and I hope the Bureau will have the benefit of your services for many years to come.

Sincerely,

J. Edgar Hoover

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

REC-135

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

SENT FROM D. O.
TIME 9:26 AM
DATE 2/5/60
BY 67

52
FEB 11 1960

JEH:edm (3)

Anniversary 2/6 - Sat.

MAIL ROOM ☐ TELETYPE UNIT ☐

MAU ST

[Signature]

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

2-2-60

I certify that I have ~~received~~ the following Government property for official use:
returned

Keys to rooms 5348, 5625 and 5630

FILE

3-M

PER mae

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written Signature)

Milton A. Jones

(Typed Signature)

Milton A. Jones

RECORDED

1 FEB 10 1960

February 5, 1960

CP - Mr. Parsons

Kayne
Mr. Tolson ☒
Mr. Mohr ☒
Mr. Parsons ☒
Mr. Belmont ☒
Mr. Callahan ☒
Mr. DeLoach ☒
Mr. Malone ☒
Mr. McGuire ☒
Mr. Rosen ☒
Mr. Tamm ☒
Mr. Trotter ☒
Mr. W.C. Sullivan ☒
Tele. Room ☒
Mr. Ingram ☒
Miss Gandy ☒

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Thanks very much for your personal note today concerning my Twenty-first Anniversary in the Bureau which occurs tomorrow. It was typically thoughtful of you to take cognizance of this event, and I do hope I will be able to contribute whatever talents I might have to the Bureau's work for many more years.

Sincerely,

Milton A. Jones
Milton A. Jones

56
5 FEB 11 1960

REC-133

67-109106-321
4 FEB 9 1960

3. CP

March 15, 1960

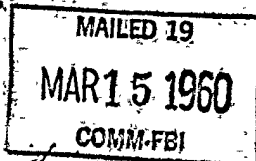
PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

It is noted that you were responsible for an error in an outgoing communication dated March 8, 1960. It is apparent that more care should have been exercised by you in this instance.

Accordingly, you should demonstrate greater accuracy and attention to detail in handling official correspondence in the future so that mistakes of this nature may be avoided.



Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

1 - Mr. DeLoach (Personal Attention)

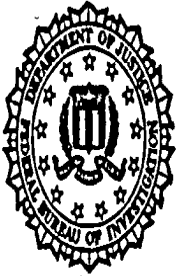
1 - Crime Records Division Personnel File

Based on memo M. A. Jones to Mr. DeLoach 3-11-60 BDA:mm.

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

MAR 15 3 50 PM '60
READING ROOM



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA

MILTON A. JONES
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI, who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

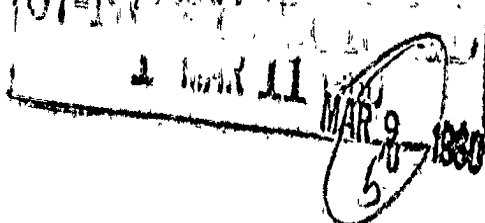
Name <u>Fannie M. Jones</u>	Relationship <u>Wife</u>	Date <u>2/20/60</u>
Address <u>Rt 4, Box 438, Annandale, Va.</u>		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name <u>Fannie M. Jones</u>	Relationship <u>Wife</u>	Date <u>2/20/60</u>
Address <u>Rt 4, Box 438, Annandale, Va.</u>		

Very truly yours,

Milton A. Jones
Special Agent



Name: MILTON A. JONES

Title: SPECIAL AGENT

EOD: 2-6-39

Grade: GS-15, \$13970

NON-VETERAN

NOT ON PROBATION

ASSISTANT DIRECTOR C. D. DE LOACH:

This is submitted in connection with the inspection of the Crime Records Division. Special Agent Jones has been Section Chief of the Crime Research Section of this Division for the past several years. He is one of the hardest workers ever to come to my attention, he works under a considerable amount of pressure and performs his duties smoothly. The very nature of his work in the Crime Research Section leaves him vulnerable to error and possible criticism to a degree, I believe, far in excess of the average Bureau Supervisor or Section Chief. He presents a fine appearance, his attitude is always good and he extends complete cooperation. He was placed on probation as a result of the last inspection of the Crime Records Division in December, 1958, and January, 1959, and was removed from this probation on June 16, 1959. Since the last rating period he has been commended three times and censured twice. He was commended May 22, 1959, for his long hours and excellent work performed in connection with an unusually heavy volume of mail in his Section. Again on June 11, 1959, he was commended in connection with a suggestion concerning a public relations matter. On June 17, 1959, he was commended for his supervision and handling of research revolving around the motion picture "The FBI Story." He was censured on October 2, 1959, and January 6, 1960, in connection with the handling of a piece of correspondence containing an error and the mishandling of an American Bar Association matter in his Section, respectively. I consider Special Agent Jones a tremendous asset in this Division. His knowledge of Bureau policy and procedure benefits all of our operations.

Rating: Excellent

INSPECTOR J. F. DESMOND:
2/15/60

Mr. Jones has been Section Chief since 3-1-44. He is thoroughly familiar with all operations in his Section. He is a serious individual and most assiduous worker. He is a tall and mature appearing individual and has a quiet, serious personality. He is extremely loyal to the Bureau and puts in considerable more than the average amount of

CRIME RECORDS DIVISION INSPECTION

2-2-60

CDD/sak

67-NOV 11 1959
5 FEB 19 1960

2-8-60
351

overtime. He is interested in administrative advancement and is completely available for transfer. He does have a good potential for administrative advancement.

RECOMMENDATION:

That he be continued on his present assignment.

RKM DER

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 3-11-60

FROM : M. A. Jones

SUBJECT: CORRESPONDENCE MATTER

Tolson	_____
Mohr	_____
Parsons	_____
Belmont	_____
Callahan	✓
DeLoach	✓
Malone	_____
McGuire	_____
Rosen	_____
Tamm	_____
Trotter	_____
W.C. Sullivan	_____
Tele. Room	_____
Ingram	_____
Gandy	_____

A letter addressed to Mrs. [redacted] [redacted] Arizona, dated March 8, 1960, was sent up. The accompanying envelope was addressed to Mr. [redacted] instead of Mrs. The letter was prepared by Special Agent Henry F. Tompkins. This letter came to me for review and the accompanying envelope which was addressed properly to Mrs. [redacted] was franked. I noted that it was a condolence letter and should have been accompanied by an unfranked envelope and a personal tag. In order to expedite it out of the Section, I had my Front Office prepare the new envelope which contained the error.

RECOMMENDATION:

That SA Milton A. Jones be censured.

1 - Mr. Callahan

BDA:mm

(6)

RECORDED #64

109 106-346
3/11

42

3/10

March 16, 1960

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

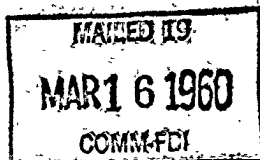
I want to take this means to commend you and, through you, Special Agent David W. Bowers, Mr. [redacted] and Miss [redacted] for the excellent work done on the March, 1960, issue of "The Investigator."

b6
b7C

The close attention you afforded this edition and the diligent and skillful efforts of those in your section in the preparation thereof resulted in a most informative and appealing publication. I know that a great amount of work was required in research and editing of the material contained in this magazine and I want to convey my thanks to you and your associates for an outstanding issue.

Sincerely yours,

J. Edgar Hoover



Mr. DeLoach (Personal Attention)

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

REC-11 67-109106

Based on memo M. A. Jones to Mr. DeLoach 3-10-60 and Addendum Administrative Division NEM:hwc 3-14-60.

Copies prepared and attached for the following files:

SA David W. Bowers, Mr. [redacted] and Miss [redacted]

MAIL ROOM ☐ TELETYPE UNIT ☐

MAR 16 2 34 PM '60
FBI - HEADQUARTERS

b6
b7C

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

W. J. Sullivan
Assoc. Dir.
mm

MILTON A. JONES

Name of Employee: _____

Where Assigned: Crime Records Crime Research
(Division) (Section, Unit)

Official Position Title: Special Agent - Chief, Crime Research

Rating Period: from 4/1/59 to March 31, 1960

ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
Initials

mm

Rated by: C. D. DeLoach Assistant Director 3-31-60
Signature Title Date

Reviewed by: _____
Signature Title Date

Rating Approved by: [Signature] Assistant Director APR 25 1960
Signature Title Date

REC-133

TYPE OF REPORT

(☒) Official
(☒) Annual

() Administrative
() 60-Day
() 90-Day
() Transfer
() Separation from Service
() Special

109/06 - 351
APR 22 1960
[Stamp]

*card noted
5-17-60
mm*

3 49
MAY 17 1960

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

MAY 1 1960
APR 26 1960

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. JonesTitle SA, Chief, Crime ResearchRating Period: from 4/1/59 to 3/31/60

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- + (1) Personal appearance.
✓ (2) Personality and effectiveness of his personal contacts.
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).
+ (4) Physical fitness (including health, energy, stamina).
+ (5) Resourcefulness and ingenuity.
E (6) Forcefulness and aggressiveness as required.
E (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.
+ (8) Initiative and the taking of appropriate action on own responsibility.
+ (9) Planning ability and its application to the work.
E (10) Accuracy and attention to pertinent detail.
+ (11) Industry, including energetic, consistent application to duties.
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.
0 (14) Technical or mechanical skills.
0 (15) Investigative ability and results:
 - 0 (a) Internal security cases
 - 0 (b) Criminal or general investigative cases
 - 0 (c) Fugitive cases
 - 0 (d) Applicant cases
 - 0 (e) Accounting cases0 (16) Physical surveillance ability.

- E (17) Firearms ability.
0 (18) Development of informants and sources of information.
+ (19) Reporting ability:
 - 0 (a) Investigative reports
 - + (b) Summary reports
 - + (c) Memos, letters, wires
 (Consider: + conciseness; + clarity; + organization; + thoroughness; E accuracy; 0 adequacy and pertinency of leads; + administrative detail.)
0 (20) Performance as a witness.
+ (21) Executive ability:
 - E (a) Leadership
 - E (b) Ability to handle personnel
 - + (c) Planning
 - + (d) Making decisions
 - + (e) Assignment of work
 - + (f) Training subordinates
 - + (g) Devising procedures
 - + (h) Emotional stability
 - + (i) Promoting high morale
 - + (j) Getting results0 (22) Ability on raids and dangerous assignments:
 - 0 (a) As leader
 - 0 (b) As participant+ (23) Organizational interest, such as making of suggestions for improvement.
+ (24) Ability to work under pressure.
0 (25) Miscellaneous. Specify and rate:
 Dictation ability 0

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Supervisory

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk Man

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? No (If answer to either question is "Yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

348

MILTON A. JONES


March 31, 1960

Special Agent
Crime Research Section
Crime Records Division

PART I - GENERAL COMMENTS:

Mr. Jones has most time-consuming responsibilities as Section Chief of the Crime Research Section, Crime Records Division. He makes an excellent appearance and has a concise analytical mind. He is a "volume man," is industrious, conscientious, and completely loyal. He works best under considerable pressure. In his capacity as Section Chief, and due to the nature of work in the Crime Research Section, he is more vulnerable to error and possible criticism than the average Section Chief or Bureau Supervisor. He is a firm administrator and is respected by the personnel under him for his far above-average knowledge of FBI policies and procedures. He is amenable to discipline and extends complete cooperation. As an example of his conscientiousness, he has used only four hours of sick leave during the entire rating period.

This Section Chief has been censured four times during the rating period. The letters of censure concerned matters pertaining to correspondence. In view of the considerable volume of mail crossing his desk, which he must approve personally, the four censures are not considered to be any reflection upon his efficiency or ingenuity. He received four letters of commendation during the rating period. The Director commended him March 16, 1960, for his excellent work as editor of "The Investigator." He was commended again on May 22, 1959, for the excellent manner in which he handled his assignments in connection with an extremely heavy volume of incoming mail. He was commended on June 11, 1959, for an excellent suggestion made regarding cooperation with the public. On June 17, 1959, he was again commended for the splendid work he performed in connection with research matters regarding the movie "The FBI Story."



Inspector Desmond, during inspection of the Crime Records Division, February, 1960, stated that this Section Chief was a very serious individual and most assiduous worker. He described him as having a quiet, serious personality and an individual who puts in considerable more than the average amount of overtime. The Inspector stated Mr. Jones had a good potential for administrative advancement.

During the fifteen months that this man has been under my supervision, I have carefully observed that he is a most willing "team worker" and I, therefore, have no hesitancy in stating that a rating of "Excellent" is thoroughly merited.

PART II. - SPECIFIC COMMENTS

1. Justification for any minus ratings.

Not applicable.

2. Experience and ability as an Inspector's Aide.

Mr. Jones is qualified as an Inspector's Aide, however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Program.

Not applicable.

4. Testifying experience and ability.

Not applicable.

5. Disciplinary Action.

As stated in Part I Mr. Jones received four letters of censure during the rating period.

6. Accounting Information.

Not applicable.

7. Police Instruction.

Mr. Jones appears before in-service seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training.

Not applicable.

9. Resident Agents.

Not applicable.

10. Foreign Language Ability.

Not applicable.

11. Administrative Advancement.

Is Agent

(a) interested in Yes

(b) completely available for Yes

(c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? Yes

His qualifications are considered to be excellent.

Q D
June 1, 1960

b6
b7C

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Mr. Tolson ✓
Mr. Mohr ✓
Mr. Parsons ✓
Mr. Belmont ✓
Mr. Callahan ✓
Mr. DeLoach ✓
Mr. Malone ✓
Mr. McGuire ✓
Mr. Rosen ✓
Mr. Tamm ✓
Mr. Trotter ✓
Mr. W.C. Sullivan ✓
Tele. Room ✓
Mr. Ingram ✓
Miss Gandy ✓

Dear Mr. Hoover:

I have just received your letter of June 1, 1960, advising me of my promotion to Grade GS-16, as Chief of the Crime Research Section. Needless to say, I was highly gratified to receive this news. Aside from the purely monetary consideration, I appreciate deeply the confidence you have indicated in me.

When I return next Monday from a short trip to Kentucky to visit my aging parents, I do hope your schedule will permit me to see you for a very short time to express my appreciation in person.

Sincerely,

Milton A. Jones
Milton A. Jones

I contacted Mr. Jones on Monday 6/6/60. He stated since letter had been sent to Director he would not request to see Director at this time.
6/6/60

67-109706-352
Searched _____ Numbered _____
10 JUN 9 1960

EXP. PROC.
JUN 2 1960

4
Cabled 6-2-60 R46

3/4

NOTIFICATION OF PERSONNEL ACTION

50-106-13

1. NAME (LAST [CAPS]—First—Middle—Mr.—Miss—Mrs.)

JONES, MILTON A. (MR)

2. DATE OF BIRTH

1-24-13

3. IDENTIFICATION (optional)

13668

4. THIS IS AN OFFICIAL NOTICE OF THE PERSONNEL ACTION DESCRIBED BELOW, WHICH AFFECTS YOUR EMPLOYMENT. GENERAL INFORMATION CONCERNING YOUR EMPLOYMENT APPEARS ON THE REVERSE SIDE OF THIS FORM.

5. NATURE OF ACTION (standard terminology must be used)

PROMOTION

6. EFFECTIVE
DATE OF ACTION

6-1-60

7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY

EXCEPTED BY LAW

FROM—
**Supervisory Special Agent
FBI 54-D-235**

**Series 1811, GS 15
\$13,970 per annum**

**Crime Records Division
Washington, D. C.**

8. POSITION TITLE
AND NUMBER

9. SERIES, GRADE,
SALARY

10. NAME AND
LOCATION OF
OFFICE BY
WHICH
EMPLOYED

11. DUTY
STATION

TO—
**Special Agent (Chief of the
Crime Research Section)**

GS 16, \$14,430 per annum

☐ Yes

12. APPORTIONED
POSITION

☐ Yes
STATE:

☐ Apportionment Waived
☐ Proved

13. VETERAN PREFERENCE

No 5-pt. 10-pt. Disab. 10-pt. Other
☒ ☐ ☐ ☐

14. TENURE GROUP

15. POSITION OCCUPIED IS IN THE:

☐ Competitive
Service

☒ Excepted
Service

16. APPROPRIATION

From: S. & E., FBI
To: SAME

17. PAYROLL DEDUCTIONS

CSR FICA FEGLI

18. DATE OF APPOINTMENT
AFFIDAVITS (accessions only)

19. REMARKS:

☐ a. Subject to completion of 1 year probationary (or trial) period commencing
☐ b. Service counting toward career (or permanent) tenure from:
Separations: Show reasons below, as required. Check, if applicable: ☐ c. During probation. ☐ d. From appointment of 6 months or less

**67-NOT RECORDED
27 JUN 6 1960**

**This promotion is temporary and will remain in effect only for
the duration of present assignment.**

**Basis for this position is Section 505(e) of the Classification
Act of 1949 as amended.**

20. EMPLOYING DEPARTMENT OR AGENCY

**U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

22. SIGNATURE (or other authentication) AND TITLE

**J. E. Hoover
Director**

21. OFFICE MAINTAINING OFFICIAL PERSONNEL FOLDER (if different than
item 10, above)

**FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.**

23. DATE:

6-1-60

May 2, 1960

Mrs. [redacted]
[redacted]
[redacted], Maryland

b6
b7C

Dear Mrs. [redacted]:

Both Mr. [redacted] and Mr. Milton A. Jones have brought to my attention your notes of April 20, 1960, addressed to them.

b6
b7C

I was glad to learn that your group enjoyed Mr. [redacted] talk, and it was thoughtful of you to write to them.

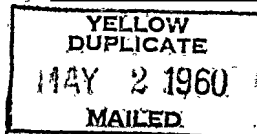
b6
b7C

Sincerely yours,

1 - Mr. Milton A. Jones
1 - Mr. [redacted]

b6
b7C

① - Personnel file of SA Milton A. Jones - Enclosure
1 - Personnel file of SA [redacted] - Enclosure



b6
b7C

NOTE: Nothing identifiable in Bufiles with Mrs. [redacted]. SA [redacted] appeared before the Mr. and Mrs. Club at the Beth Shalom Synagogue on 4-24-60. SA Milton A. Jones EOD 2-6-39, assigned Crime Records Division in GS-15. SA August [redacted] EOD 7-1-40 as clerk, 1-3-44 as SA, assigned Domestic Intelligence Division in GS-14.

67-NOV RWE:125 DED
13 MAY 60

April 26, 1960

Dear Mr. Jones,

The Beth Shalom Mr. and Mrs. Cleet would like to thank you for having Special Agent [redacted] speak to our group on Sunday, April 24

Cordially [redacted]

b6
b7C

b6
b7C

April 26, 1960

Dear Mr. [redacted]

The Beth Shalom Mr. and Mrs. Cleet would like to thank you for being with us Sunday evening. We certainly enjoyed having you and learned a great deal about the FBI.

Cordially [redacted]

b6
b7C

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan *W.C. Sullivan*

DATE: 6-6-60

FROM : C. R. Davidson *C.R.D. per 800*

SUBJECT: SA MILTON A. JONES
 Section Chief - Crime Research Section
 Crime Records Division
 EOD 2-6-39; GS-16, \$14,430

Tolson _____
 Mohr _____
 Parsons _____
 Belmont _____
 Callahan _____
 DeLoach _____
 Malone _____
 McGuire _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Ingram _____
 Gandy _____

The following is a brief and concise summary of Mr. Jones' record for the Director's use. On 6-1-60 he was promoted to GS-16, \$14,430 per annum in accordance with the Director's instructions.

On 2-6-39 he entered on duty as a Special Agent and served at Des Moines and Cleveland before being transferred to the Records and Communications Division on 2-20-40, where he served as Section Chief of Crime Records Section from 3-1-44 until 1-28-59 when that Section was transferred to the newly established Crime Records Division. He was continued as a Section Chief and is presently Chief of the Crime Research Section of the Crime Records Division.

Since January, 1960, he has been COMMENDED on one occasion, that being on 3-16-60 for the excellent work done on the March, 1960, issue of "The Investigator". During this same period he has been CENSURED on three occasions, the last being on 3-15-60 for his failure to detect an error in an outgoing communication dated 3-8-60. He was CENSURED and PLACED ON PROBATION on 1-28-59 for weaknesses in his supervision and administration of the Crime Records Section which were disclosed during the inspection. He was REMOVED FROM PROBATION on 6-16-59.

During an Inspection of the Crime Records Division in February, 1960, Inspector J. F. Desmond stated Mr. Jones, who had been Section Chief since 3-1-44, was thoroughly familiar with all operations in his Section. He was interested in administrative advancement and was completely available. The Inspector felt he did have a good potential for administrative advancement and recommended that he be retained in his present assignment.

On 3-31-60 Assistant Director DeLoach rated him EXCELLENT and stated he had most time-consuming responsibilities as Section Chief of the Crime Research Section. He was a firm administrator and was respected by the personnel under him for his far above-average knowledge of policies and procedures. He was interested in, available for and qualified for administrative advancement with excellent qualifications. *109-106-353*

The latest information concerning his availability was submitted on 3-31-60 at which time he was available for general and special assignments.

FDH:sb *ab*

(2) PERMANENT BRIEF ATTACHED

(OVER) *2/ru*

D

November, 1959
December, 1959
January, 1960
February, 1960
March, 1960
April, 1960

b6
b7C

b6
b7C

His [redacted] is a former File Clerk. She served as a summer employee during 1943, 1944 and 1945 and her services were considered satisfactory. His [redacted] served as a File Clerk during the summer of 1959 and her services were considered satisfactory. Her file reflects that she is to report for duty on 6-13-60 for an appointment not to exceed 120 days.

His Offices of Preference since January, 1960, are Seat of Government, Richmond and Louisville.

UNITED STATES GOVERNMENT

Memorandum

TO : MR. MOHR

DATE: 5/31/60

b6
b7CFROM : W. S. TAVEL *ST*SUBJECT: MILTON A. JONES
Section Chief, Crime Research Section
Crime Records Division
EOD 2/6/39, GS 15, \$13,970

Tolson _____
 Mohr _____
 Parsons _____
 Belmont _____
 Callahan _____
 DeLoach _____
 Malone _____
 McGuire _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Ingram _____
 Gandy _____

The Director has instructed that SA Jones be considered for promotion to GS 16. At present we have 28 super grade positions (GS 16, 17, 18) filled at the Seat of Government and 28 filled in the field, with 19 such positions vacant. Inspector Bernard M. Suttler is being recommended by separate memo for GS 16, which would fill one of these vacancies.

SA Jones entered on duty 2/6/39, is in GS 15, \$13,970, 47 years old, married with 3 children and has degrees of Bachelor of Arts and Bachelor of Laws. He is Chief of the Crime Research Section in the Crime Records Division and has been Section Chief since 1944. His section formerly handled correspondence and tours in addition to crime research matters until as a result of the inspection of the Crime Records Division in February 1960 the section was split and correspondence and tours were made into one separate section. SA Jones has had a generally good record, and although he has been censured on numerous occasions, most of these resulted from correspondence errors. His latest censure was on 3/15/60. He was censured and placed on probation on 1/28/59 as a result of weaknesses in the administration of the Crime Records Section disclosed during an inspection. He was removed from probation 6/16/59. He was also placed on probation in September 1955 for approving a memo concerning a Top Ten Fugitive which contained errors. He was removed from probation in December 1955. In November 1956 Mr. Tolson recommended that Jones be demoted and transferred to Newark in connection with a note Jones wrote commenting on changes suggested by Miss Gandy in a draft of a letter. The Director noted "I concur. Any such attitude as herein manifested is not only unwarranted but is insubordinate." Mr. Nichols advised that Jones stated the phraseology of the routing slip was unfortunate, he apologized and Mr. Nichols stated his attitude was exceedingly good. The Director commented, "The note was a culmination of many complaints about his difficult manner and uncooperativeness. I discounted the previous complaints assuming that there might be clashes of personalities, but when I saw this in black and white, the actual expression of hostility frankly stunned me and confirmed all previous reports I had received about his attitude." The Director saw Jones in November 1956 when Jones apologized and the Director stated he would be willing to give him one more chance and the transfer and demotion orders were cancelled. In September 1958, Mr. Nease recommended that SA Jones be removed as Chief of the Crime Records Section stating he was an introvert and lacking in personality qualities which made a good contact

Enclosure

WST:lae (2)

ENCLOSURE

RECORDED

67-109106-354	
Searched _____	Numbered _____
10 JUN 9 1960	

3-2/58

Q D
Memo to Mr. Mohr
Re: Milton A. Jones

man. He had a penchant for hard work but was inclined to attempt to handle too much detail rather than hold individual supervisors responsible. Mr. Tolson suggested that this be checked into during the inspection of the division and the Director concurred. During inspection of the Records and Communications Division in January 1959, Mr. Malone stated Jones was a hard worker, handled a great deal of the volume of work to the detriment of the over-all operation and the section was badly in need of leadership. Malone discussed with Jones the weaknesses found during inspection, stated Jones had a good attitude and indicated a desire to improve and it was recommended and approved that he continue as Section Chief.

Although Jones has had difficulties in the past as reflected above, he has also been commended on a number of occasions, the last being on 3/16/60. In his annual performance rating, Mr. DeLoach rated him excellent and stated he was a "volume man," was industrious, conscientious and completely loyal. During an inspection of the Crime Records Division in February 1960, the Inspector noted that Jones was thoroughly familiar with all operations in his section, was a serious individual, and a most assiduous worker. He was interested in advancement and was completely available and the Inspector felt he had good potential for such advancement. Mr. DeLoach has rated Jones' qualifications for advancement as excellent. On his last physical in September 1959, he was within the desirable weight limits.

RECOMMENDATION:

That SA Jones be reallocated to grade GS 16.

gpk 5/31 wsl/jch
Letter reff. prep 6-1-60 jh
V. JH 5/31
GR 4
MR. JONES' PERMANENT BRIEF ATTACHED

Q ASSIGNMENT CHART

JOHN P. MOHR
ASSISTANT TO THE DIRECTOR

May 13, 1960

CRIME RECORDS DIVISION

C. D. DeLOACH
Assistant Director
Ext. 691, Room 5640

ROBERT E. WICK
Inspector - No. 1 Man
Ext. 691, Room 5642

E. C. KEMPER, JR.
No. 2 Man
Ext. 691, Room 5632

HAROLD P. LEINBAUGH
No. 3 Man
Ext. 815, Room 5634

CRIME RESEARCH SECTION

Milton A. Jones
Section Chief
Ext. 645, Room 4236

Lawrence J. Heim
No. 1 Man
Ext. 649, Room 4234

Fugitive Publicity Unit

Ext.	Room		Chief
508	4242		
648	4244		
644	4242		

b6
b7C

Research Unit

Ext.	Room		Chief
653	5625		
2283	5348		
2283	5348		
657	5630-A		
788	5348		
2283	5348		
657	5630-A		

b6
b7C

Library Unit

787 4246 Bernard M. Suttler, Chief

Publications Unit

2318 7541 Charles E. Moore, Jr., Chief
2308 7541 David W. Bowers

Special Production Unit

649 4234 Gordon E. Malmfeldt, Chief
649 4234 (Resigning 5/20/60)
649 4234

b6
b7C

CORRESPONDENCE AND TOURS SECTION

Donald C. Morrell
Section Chief
Ext. 2153, Room 4235

No. 1 Man
Ext. 2153, Room 4235

b6
b7C

Correspondence Unit

Ext.	Room		Chief
481	4231		
432	4229-A	Hobson H. Adcock	
879	4231	Edward L. Campbell, Jr.	
622	4241		
430	4239		

b6
b7C

Tour Unit

Ext. 447, Room 1734

b6
b7C

*Ordered in

UNIFORM CRIME REPORTING SECTION

Jerome J. Daunt, Chief
Ext. 633, Room 320 O.P.O.

Ext. 633, Room 320 O.P.O.

b6
b7C

ENCLOSURE 67-

354

June 1, 1960

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I am indeed pleased to advise you of your promotion to the position of Special Agent (Chief of the Crime Research Section), \$14,430 per annum in Grade GS 16, effective June 1, 1960.

For your information, this promotion is temporary and will remain in effect only for the duration of your present assignment.

Sincerely yours,

J. EDGAR HOOVER

John Edgar Hoover
Director

b6
b7c

JUN 1 2 38 PM '60
REC'D-READING ROOM
FBI

1 - Mr. DeLoach (PERSONAL ATTENTION)

1 - Miss [redacted]

1 - Movement

67-111-355
Searched _____ Numbered _____
10 JUN 9 1960

SENT FROM D. O.
TIME 3:40 PM
DATE 6-1-60
BY [signature]

No special salutation per Reading Room.

J1
(5)

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

MAILED 30
JUN - 1 1960
COMM-FBI

MAIL ROOM ☐ TELETYPE UNIT ☐

[signature]

[signature]

CRD
AO

June 29, 1960

Mr. Campbell Jones
640 14th Street
Bowling Green, Kentucky

Dear Mr. Jones:

It has come to my attention that Mrs. Jones and you are to celebrate your Golden Wedding Anniversary on July 2, 1960, and I want to express my heartiest congratulations to you on this memorable occasion.

This is indeed a significant milestone in your wonderful life together, and certainly you can look back over the years with personal satisfaction and pride. It is a pleasure to join your many friends and loved ones in extending best wishes with the hope that you will have many more wonderful years together and that they will be filled with an abundance of all good things.

Needless to say, we are pleased to have your son Milton as a member of this Bureau, and in response to his request I am honored to forward under separate cover one of my photographs which I have autographed to you.

With kind personal regards,

J. Edgar Hoover

NOTE: See Morrell to DeLoach memo of same date and same caption. CBF:mm

CBF:mm/bis

(4)

MAIL ROOM ☐

TELETYPE UNIT ☐

JUN 29 1 15 PM '60
REC'D-READING ROOM
FBI

X MAILED 31
JUN 29 1960
COMM-FBI

RECORDED Sincerely yours,

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

1. HEALTH BENEFITS REGISTRATION FORM

FEDERAL EMPLOYEES HEALTH BENEFITS ACT OF 1959

(Read Instructions on back of last page. Use only typewriter or ballpoint pen.)

CARRIER'S CONTROL NO.

321-1099

PART A
ALL WHO
REGISTER
MUST FILL
IN THIS
PART.

1. NAME (LAST) (FIRST) (MIDDLE INITIAL) <i>James, William</i>	2. DATE OF BIRTH (Use numbers) MONTH DAY YEAR <i>1 1 1915</i>	3. Are you now married? YES <input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/>
4. YOUR MAILING ADDRESS (NUMBER AND STREET) (CITY AND ZONE NUMBER) (STATE) <i>RT 4 BOX 115 Danville VA</i>	5. SEX MALE <input checked="" type="checkbox"/> FEMALE <input checked="" type="checkbox"/>	
6. Are you covered by, or is any family member listed below covered by, or enrolling in, a plan under the Federal Employees Health Benefits Act of 1959 (through the enrollment of another United States or District of Columbia Government employee or annuitant)? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	7. Place an "X" in proper box to show your annual basic salary range. UNDER \$4,000 <input type="checkbox"/> \$4,000 TO \$5,999 <input checked="" type="checkbox"/> \$6,000 TO \$9,999 <input checked="" type="checkbox"/> \$10,000 OR OVER <input checked="" type="checkbox"/>	

PART B
FILL IN THIS
PART IF YOU
WISH TO EN-
ROLL IN A
HEALTH BENEFITS
PLAN.

If enrollment is for self only, answer item 1. If enrollment is for self and family, also answer item 2 and item 3 if it applies.

PART B MUST ALSO BE FILLED IN IF YOU WISH TO CANCEL YOUR ENROLLMENT.

1. I elect to enroll in a health benefits plan as shown below. I authorize deductions to be made from my salary, compensation, or annuity to cover my share of the cost of the enrollment. (Copy the information requested below from inside cover of brochure of the plan you select.)	
NAME OF PLAN <i>General Plan</i>	OPTION (HIGH OR LOW) <i>Low</i>
ENROLLMENT CODE NUMBER <i>44 4 2</i>	
2. In space below list all eligible family members without exception: List your wife or husband first, then your unmarried children under age 19; including legally adopted children, and stepchildren and illegitimate children who live with you in a regular parent-child relationship. Include also any unmarried child over 19 who became disabled before age 19 and who, because of the disability, is incapable of self-support. (Attach a doctor's certificate for a disabled child age 19 or over.)	
NAMES OF FAMILY MEMBERS	DATE OF BIRTH (Month, Day, Year)
Wife or Husband <i>Marion M. James</i>	<i>9-26-13</i> <input checked="" type="checkbox"/>
<i>William M. James</i>	<i>1-23-45</i> <input checked="" type="checkbox"/>
<i>Paul M. James</i>	<i>1-11-45</i> <input checked="" type="checkbox"/>
<i>Robert M. James</i>	<i>1-25-47</i> <input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>
3. If you are a female (employee or annuitant)—does the family listed above include a husband who is incapable of self-support by reason of mental or physical disability which can be expected to continue for more than one year? (If answer is "Yes," attach a doctor's certificate.) YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

PART C
FILL IN THIS
PART IF YOU
WISH NOT TO
ENROLL OR IF
YOU WISH TO
CANCEL YOUR
ENROLLMENT.

PLACE AN "X" IN ITEM 1 OR ITEM 2, WHICHEVER APPLIES AND ANSWER ITEM 3.	
1. I elect not to enroll in any plan under the Health Benefits Act. <input checked="" type="checkbox"/>	3. The reason for my election is (Place an "X" in proper box): (a) I am covered by a plan under the Health Benefits Act through the enrollment of my husband, wife, or parent. <input type="checkbox"/> (b) I am covered by a health insurance plan which is not under the Health Benefits Act. <input checked="" type="checkbox"/> (c) Any other reason. <input checked="" type="checkbox"/>
2. I elect to cancel my present enrollment under the Health Benefits Act. <input type="checkbox"/>	

PART D
FILL IN THIS
PART IF YOU
WISH TO
CHANGE YOUR
ENROLLMENT.

I elect to change my enrollment as shown by the enrollment number and other information in Part B.		
1. Enrollment code number of present plan. <i>44 4 2</i>	2. Number of event which permits change. (See table on back of duplicate for proper number.) <i>1</i>	3. Date of event which permits change. MONTH DAY YEAR <i>6 14 60</i>

PART E
ALL WHO
REGISTER
MUST FILL
IN THIS PART.

<i>William A. James</i> <i>6/14/60</i> (YOUR SIGNATURE—DO NOT PRINT) (DATE)	
WARNING.—Any intentional false statement in this application or willful misrepresentation relative thereto is a violation of the law punishable by a fine of not more than \$10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1003)	

PART F
TO BE
COMPLETED
BY
AGENCY.

1. NAME AND ADDRESS OF EMPLOYING OFFICE <i>e Ray Davidson</i> FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE WASHINGTON 25, D. C.	2. DATE RECEIVED IN EMPLOYING OFFICE <i>7-10-60</i>	3. EFFECTIVE DATE OF ELECTION <i>7-10-60</i>
SIGNATURE OF AUTHORIZED AGENCY OFFICIAL	4. PAYROLL OFFICE NO. <i>25-02-8001</i>	5. PAYROLL ACTION (INITIALS AND DATE) <i>20 26</i>

REMARKS
FOR USE ONLY
BY ANNUITANTS
AND AGENCY.

93
67-NOT RECORDED
Original sent to Data Processing 1-18-73, cmk
APR 11 1960

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 6-29-60

FROM : D. C. Morrell *DM*

SUBJECT: MR. AND MRS. CAMPBELL JONES
 640 14TH STREET
 BOWLING GREEN, KENTUCKY
 GOLDEN WEDDING ANNIVERSARY
 JULY 2, 1960

Tolson _____
 Mohr _____
 Parsons _____
 Belmont _____
 Callahan _____
 DeLoach _____
 Malone _____
 McGuire _____
 Rosen _____
 Tamm _____
 Trotter _____
 W.C. Sullivan _____
 Tele. Room _____
 Ingram _____
 Gandy _____

SA Fulton has brought to my attention that the parents of Crime Research Section Chief Milton A. Jones, Mr. and Mrs. Campbell Jones, will be celebrating their Golden Wedding Anniversary on July 2, 1960. This, of course, is a very important occasion and their children and close relatives plan to pay them special tribute on that day. They have been very staunch supporters of the Director and the FBI for a great number of years, and I feel certain that they would greatly appreciate a note of congratulations from the Director and an autographed photograph. Needless to say, SA Jones would be particularly grateful if the Director could do this. Attached is an appropriate letter of congratulations and autograph photograph cards. *Mr. Jones will soon be 82 YEARS OF AGE. MR. JONES ASKED IF THIS COULD BE*

RECOMMENDATION: *DONE.*

That the attached letter congratulating Mr. and Mrs. Jones on their 50th Wedding Anniversary be forwarded as well as an autographed photograph of the Director.

Enclosure

CBF:mm
 (3) *mm*

8 JUL 7 1960

67-109106-357
 Searched _____ Numbered _____
 3 JUL 6 1960

7 JUN 30 1960

CRIME RESEARCH
 7-5
 7 JUN 30 1960
 CBF

CAMPBELL JONES
640 Fourteenth-St.
Bowling Green, Ky.
7/5/60

Mr. Tolson ✓
Mr. Mohr ✓
Mr. Parsons ✓
Mr. Belmont ✓
Mr. Callahan ✓
Mr. DeLoach ✓
Mr. Malone ✓
Mr. McGuire ✓
Mr. Rosen ✓
Mr. Tamm ✓
Mr. Trotter ✓
Mr. W.C. Sullivan ✓
Tele. Room ✓
Mr. Ingram ✓
Miss Gandy ✓

Mon J. Edgar Hoover
Washington, D.C.

Dear Mr. Hoover:

On reaching our 50th.
wedding anniversary we received many expressions
of good wishes, and among those highly prized
was one from you accompanied in, separate cover,
your photograph.

The family will value this photo
through the years as a token of the service you
have rendered to our country by your example
and also the SKILL exercised by the F.B.I
in curbing crime.

Sincerely yours.

Campbell Jones

Campbell Jones

REC-13

67-109-102-358	
Searched	Numbered
3 JUL 12 1960	

THREE

4 JUL 8 1960

JUL 13 1960

MS. FILMS

REPORT OF MEDICAL EXAMINATION

8

1. LAST NAME—FIRST NAME—MIDDLE NAME (Type or print) JONES MILTON		2. GRADE AND COMPONENT OR POSITION 732	3. IDENTIFICATION NO. 6 7 8 9 0
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) ANKERS		5. PURPOSE OF EXAMINATION Annual Exam	6. DATE OF EXAMINATION 9-12-60
7. SEX M	8. RACE W	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN	10. AGENCY 11. ORGANIZATION UNIT
12. DATE OF BIRTH 1-24-13	13. PLACE OF BIRTH Monticello, Ky		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NMCE			16. OTHER INFORMATION
17. RATING OR SPECIALTY			TIME IN THIS CAPACITY (Total) LAST SIX MONTHS

CLINICAL EVALUATION		
NOR- MAL	(Check each item in appropriate column; enter "NE" if not evaluated.)	ABNOR- MAL
	18. HEAD, FACE, NECK, AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 61)	
NE	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Throat, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Varicosities, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	✓
	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
	33. ENDOCRINE SYSTEM	
	34. GU SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	✓
	41. NEUROLOGIC (Equilibrium tests under item 72)	
	42. PSYCHIATRIC (Specify any personality deviation)	REL
	43. PELVIC (Females only) (Check how done)	
	<input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

SA Jones adv. vision corrected.

10-3-60
rik

Relaxed rt. inguinal ring NCD

small erythematous area just below left orbit NCD

2. ... att

REC-140

67-109106-359
8 OCT 3 1960
78

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES no Dental defects Noted.	
O—Restorable teeth I—Nonrestorable teeth			
X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments			
R I G H T	X 2 3 4 5 6 7 8 32 31 30 29 28 27 26 25	9 10 11 12 13 14 15 16 24 23 22 21 20 19 18 17 X	L E F T

LABORATORY FINDINGS

45. URINALYSIS: A. SPECIFIC GRAVITY 1.025		46. CHEST X-RAY (Place, date, film number and result) 17418-60 - Normal	
B. ALBUMIN neg	D. MICROSCOPIC neg	49. BLOOD TYPE AND RH FACTOR	
C. SUGAR neg	48. EKG WNL	50. OTHER TESTS 3/rik	
47. SEROLOGY (Specify test used and result) neg			

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 74	52. WEIGHT 189	53. COLOR HAIR Blond	54. COLOR EYES Blue	55. BUILD: <input type="checkbox"/> SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESE	56. TEMPERATURE 98.6
57. BLOOD PRESSURE (Arm at heart level)			58. PULSE (Arm at heart level)		
A. SITTING SYS. 110 DIAS. 60	B. RECUMBENT SYS. DIAS.	C. STANDING (3 min.) SYS. DIAS.	A. SITTING 76	B. AFTER EXERCISE	C. 2 MIN. AFTER
59. DISTANT VISION			60. REFRACTION		61. NEAR VISION
RIGHT 20/ 25	CORR. TO 20/	BY S. OX	20-12 CORR. TO		BY
LEFT 20/ 25	CORR. TO 20/	BY S. OX	20-12 CORR. TO		BY
62. HETEROPHORIA (Specify distance)					
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CT
63. ACCOMMODATION		64. COLOR VISION (Test used and result)		65. DEPTH PERCEPTION (Test used and score)	
RIGHT	LEFT	18-18		UNCORRECTED	
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)		68. RED LENS TEST	
69. INTRAOCULAR TENSION		70. HEARING		71. AUDIOMETER	
RIGHT WV 15 25' SV 15 /15		LEFT WV 15 25' SV 15 /15		72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)	

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

REC'D - ADMIN. DIV.
FBI
SEP 22 10 30 AM '69

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

31 Relaxed ring, rt. NCD
40 Dermatitis venenata NCD (Calamine 'Liment)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. A. PHYSICAL PROFILE					
P	U	L	H	E	S

77. EXAMINEE (Check)

A. ☐ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

b6
b7C

b6
b7C

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

CAPT, MC, USA

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

HEARING RECCRD
PRNC-NMNC-75

NAME Jones, Milton A. FBI AGE

AIR CONDUCTION

RIGHT								LEFT								EXAMINER
DATE	125	250	500	1000	2000	4000	8000	125	250	500	1000	2000	4000	8000		
9-12-60	/	0	0	0	0	50	35	/	0	0	5	55	50	40		

BONE CONDUCTION

RIGHT										LEFT												
DATE	WHITE NOISE										OPPOSITE EAR MASK AT										LOW TONE	EXAMINER
	WHISPER		CONV		RINNE		SCHWABACK		WEBER		GELLE		CALORIC				EXAMINER					

SPEECH RECEPTION

DATE		SPOND.		OTHER		MIC.		REC.	DATE		SPOND.		OTHER		MIC.		REC.
	RIGHT									RIGHT							
	LEFT									LEFT							
	FREE FIELD									FREE FIELD							
DATE		Pd	AT	%	MIC.		REC.	EXAMINER	DATE		Pd	AT	%	MIC.		REC.	EXAMINER
	RIGHT									RIGHT							
	LEFT									LEFT							
	FREE FIELD									FREE FIELD							

REMARKS

9-12-60 Audiometric exam shows no progression of hearing loss over past year. Should be rechecked in one year.

182 W/

67- 359

Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner

Name of Examinee
(Type or print)

JONES MILTON ANKERS
Last First Middle

The following portions of the attached examination report form need not be completed:

2	62
3	65
4	67
9	68
11	69
14	72
17	76

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible.

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee, ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

If examinee has defective vision, should he wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No

62-
ENCLOSURE

359

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

3. Examinee's frame is ☐ small ☐ medium ☒ large

4. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

5. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

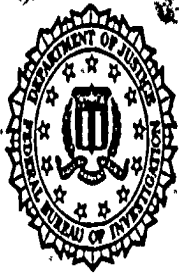
Remarks: _____

b6
b7c

(Signature of Medical Examiner)

SEP 21 1960

(Date)



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA

MILTON A. JONES
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name	Relationship	Date
Jannie M. Jones	Wife	9/6/60
Address		
Rt 4, Box 438 Amundale, Va		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name	Relationship	Date
Jannie M. Jones	Wife	9/6/60
Address		
Rt 4, Box 438 Amundale, Va		

Very truly yours,

Milton A. Jones
Special Agent

35
NOT RECORDED
10 SEP 20 1960

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

8-2-60

I certify that I have received the following Government property for official use:

~~returned~~

TIME AND ATTENDANCE MANUAL # 295
issued July 1, 1960

RETURNED

Old TIME AND ATTENDANCE MANUAL # 230
issued July 1, 1955

FILE

3-M

PER jwm

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY. **NOT RECORDED**

AUG 11 1960

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

MILTON A. JONES

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

Jones *Milton* *a*
Last First Middle

The following portions of the attached examination report form need not be completed:

Crime Records

2	62
3	65
4	67
9	68
11	69
14	72
17	76

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible.

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☐ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☐ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☐ No ☐ Yes If "yes" please specify defects. _____

If examinee has defective vision, should he wear corrective glasses while operating a motor vehicle? ☐ Yes ☐ No

76
67-NOT RECORDED
2 JUL 25 1960

3/9

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2" ✓	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

3. Examinee's frame is ☐ small ☐ medium ☒ large
4. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
5. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: Weight - 191 1/4

b6
b7C

(Signature of Medical Examiner)

JUL 19 1960

(Date)

January 19, 1961

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I am indeed pleased to commend you for the unusually fine job you did as Editor-in-Chief of "The Investigator" during 1960. You displayed a great deal of ability, resourcefulness and initiative in handling this important position and, through your efforts, you contributed materially to the success of this part of the activities of the FBIRA. I want you to know that your capable services are appreciated.

Sincerely yours,

J. Edgar Hoover

1 - Mr. DeLoach (Personal Attention)

Miss [redacted] (Sent Direct)

CMT

REC-136

(5)

67-109106

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

JAN 19 11 49 AM '61
READING ROOM
FBI

360

67-109106

UNITED STATES GOVERNMENT

Memorandum

to : Mr. Callahan

DATE: January 12, 1961

FROM : C. R. Davidson *CRD*

Tolson	_____
Mohr	_____
Parsons	_____
Belmont	_____
Callahan	_____
DeLoach	_____
Malone	_____
McGuire	_____
Rosen	_____
Tamm	_____
Trotter	_____
W.C. Sullivan	_____
Tele. Room	_____
Ingram	_____
Gandy	_____

SUBJECT: FEDERAL BAR ASSOCIATION (FBA)
 RADIO AND TV PROGRAMS OF LAW
 ENFORCEMENT AGENCIES
 PHILADELPHIA OFFICE

44-30
F. D.
INCENTIVE AWARD AND COMMENDATION MATTER

M. A. Jones

The Philadelphia Office participated in a TV show under the auspices of the Federal Bar Association. It was a 30-minute TV show presented live on WFIL-TV under the auspices of the FBA and the Philadelphia Board of Education, presented as a public service. The participating agencies were the FBI and the Philadelphia Police Department, the Pennsylvania State Police, and the Alcohol and Tobacco Tax Division. Its purpose was to depict the cooperation of various law enforcement agencies in the investigation and solution of a hypothetical case, together with the apprehension of the criminal and the preparation of the case for court.

The show ran from 11:00 to 11:30 a. m. It received considerable advance publicity, not only in the public press but by a circularization through the Federal and local police agencies throughout the viewing area. The reactions have been extremely favorable. All the agencies felt that the show accomplished its purpose in depicting the close cooperation among law enforcement agencies at the working level, and in setting forth for the benefit of the public, both children and adults, a more realistic version of law enforcement procedures than normally appear in TV and motion pictures.

Information submitted by SAC, Philadelphia, and Crime Records Division reflects that the splendid work of Philadelphia and Seat of Government personnel resulted in outstanding publicity for the Bureau and special recognition is warranted. Philadelphia Supervisor Harzenstein, in addition to handling the heavy work load on the Internal Security Desk of that office, suggested the television show and made the original arrangements for it. He was also responsible for the written script and edited all of the film which was used. He contributed a substantial amount of his own personal time and closely supervised the entire production to a successful conclusion. SA Harzenstein has made other outstanding contributions to Bureau public relations during the past year including Law Enforcement/Display at Philadelphia National Bank and in

Enclosure

RRB:rd *AK*

(2)

10 XEROX
 FEB 13 1961
YPS

FEB 14 1961

REC-135

61-253-3479
Searched _____ Indexed _____
3 FEB 8 1961

3-unt

Memo to Mr. Callahan

Philadelphia high schools which resulted in distribution of 21,000 FBI booklets, 500 communism placards and 500 reprints of "Rules for Teenagers." It is felt that SA Harzenstein is deserving of an incentive award for his sustained above-average performance in this field. Based on approved tables for determining the amount of such an award his performance is considered to be of moderate value and broad application to the work of the Bureau entitling him to an award of from \$150 to \$300.

NORRIS S. SA Harzenstein EOD 5-23-34 and is in grade GS 14, \$13,250. During the past three years his services have been satisfactory although censured on two occasions the last being 3-9-60 for errors in report approved by him. Commended on one occasion, 2-23-60. Rated Excellent on 1960 annual performance rating. Completely available and his weight is within desirable limits. Overtime below the office average five of six months during period June through November, 1960, with daily average of approximately 2'32" compared to office average of 2'51". SAC noted his overtime exceeded three hours in December; however, office average for December has not yet been computed. b6
b7C

SE [redacted] Philadelphia, took approximately 600 feet of photographs, arranged for processing of this film at no cost to Bureau and assisted SA Harzenstein in editing this film.

b6
b7C *F. A.* SAC [redacted] and other personnel who assisted in production and presentation of the television program are deserving of commendation through SAC Frohbose.

Gov. E. J. McF.
SOG Supervisors Malmfeldt and Morris, Crime Records Division, exhibited splendid imagination, skill and resourcefulness in supervising and directing the entire production at the Seat of Government including photographing and editing of film.

Other personnel participated as follows and are deserving of general commendation:

Memo to Mr. Callahan

Photographic Laboratory employees who provided valuable services in taking and processing film; Exhibits Section personnel who prepared elaborate model of a bank, "Ten Most Wanted" poster and enlarged handwriting specimens; and, Laboratory, Crime Records and Identification Division personnel who participated as actors and actresses in film showing Bureau operations.

RECOMMENDATIONS:

(1) That Philadelphia Supervisor Harzenstein be approved for an incentive award of \$200 for his sustained above-average performance in handling Bureau public relations in the Philadelphia area. (Amount recommended is in line with previous awards granted for similar performance.)

*Incentive Award
1-18-61 [initials]*

b6
b7C

(2) That individual letters of commendation be directed to SE [] and Supervisors Malmfeldt and Morris.

*Dane
1-18-61 [initials]*

b6
b7C

(3) That a letter of commendation be directed to SAC [] commending him and through him other Philadelphia personnel who participated.

*Dane
1-18-61 [initials]*

RAYmond

Leo J.

M. H.

(4) That general letters of commendation be directed to Section Chiefs Renneberger (Mechanical Section), Gauthier (Exhibits Section) and Jones (Crime Research Section) and to Assistant Directors Tamm of the Laboratory and Trotter of the Identification Division commending those employees in their sections and divisions for their participation in the television film production.

*Dane
1-19-61
[initials]*

*[initials]
1/14*

*[initials]
1/13*

*[initials]
1/14*

PERMANENT BRIEF OF PERSONNEL FILE OF SA HARZENSTEIN IS ATTACHED.

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

12-20-60

I certify that I have ~~received~~ the following Government property for official use:
returned

KEY TO ROOM 4237 (2) ✓

FILE

E-11

PER

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

ANY WAY:

8 DEC 22 1960

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

December 12, 1960

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I am indeed pleased to commend you
for the outstanding attitude you exhibited in re-
porting for duty today despite the extremely
hazardous travel conditions.

You demonstrated a most exemplary
devotion to the work of the FBI in considering
your services so essential that, in spite of an
announcement that all Federal Government
agencies would be closed, you reported for duty.
I certainly appreciate your dedicated efforts and
I want you to know I have instructed that a copy of
this letter be placed in your personnel file.

Sincerely yours,

J. Edgar Hoover

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

Delivered 12-13-60

62

MAIL ROOM ☐

TELETYPE UNIT ☐

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

12-7-60

I certify that I have ~~received~~ the following Government property for official use:
returned

Remington Portable Typewriter ND-164813 ✓✓

Received

Smith Corona Portable Typewriter 5A-593320 ✓✓

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

Very truly yours,

FILE

3-M

PER

(Written
Signature)

(Typed
Signature)

Milton A. Jones

67-ANY-WAY
NOT RECORDED

9 DEC 12 1960

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

12-5-60

I certify that I have received the following Government property for official use:

~~Returned~~
KEY TO RM 4237 ✓

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

68 8 DEC 22 1960

FILE

3-M

Very truly yours,

PER

(Written
Signature)

Milton A. Jones / wP

(Typed
Signature)

Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

11-1-60

I certify that I have received the following Government property for official use:

~~returned~~

SOG INSPECTORS' MANUAL # 258

FILE

3-M

PER W. A. Jones

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

MEDICAL REPORTS

Personnel File of: JONES, MILTON HAKERS

Personnel File No: 67-

67. NO. RECORDED
8 SEP 21 1960



3/1/61

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

FBI

1. LAST NAME—FIRST NAME—MIDDLE NAME JONES MILTON ANKERS		2. GRADE AND COMPONENT OR POSITION 7009	3. IDENTIFICATION
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION Annual Exam	6. DATE OF EXAMINATION 9-12
7. SEX M	8. RACE N	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH 1-24-13	
13. PLACE OF BIRTH Monticello, Ky		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS		16. OTHER INFORMATION	

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

O.B.

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE?			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	85	Good			<input checked="" type="checkbox"/>		HAD TUBERCULOSIS	Uncle
MOTHER	81	Good				<input checked="" type="checkbox"/>	HAD SYPHILIS	
SPOUSE	46	Good				<input checked="" type="checkbox"/>	HAD DIABETES	
BROTHERS	49	Good			<input checked="" type="checkbox"/>		HAD CANCER	Uncle
AND	45	Good				<input checked="" type="checkbox"/>	HAD KIDNEY TROUBLE	
SISTERS	39	Good			<input checked="" type="checkbox"/>		HAD HEART TROUBLE	Uncle
						<input checked="" type="checkbox"/>	HAD STOMACH TROUBLE	
CHILDREN						<input checked="" type="checkbox"/>	HAD RHEUMATISM (Arthritis)	
						<input checked="" type="checkbox"/>	HAD ASTHMA, HAY FEVER, HIVES	
						<input checked="" type="checkbox"/>	HAD EPILEPSY (Fits)	
						<input checked="" type="checkbox"/>	COMMITTED SUICIDE	
						<input checked="" type="checkbox"/>	BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)

YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
<input checked="" type="checkbox"/>		SCARLET FEVER, ERYSIPELAS	<input checked="" type="checkbox"/>		GOITER	<input checked="" type="checkbox"/>		TUMOR, GROWTH, CYST, CANCER	<input checked="" type="checkbox"/>		"TRICK" OR LOCKED KNEE
<input checked="" type="checkbox"/>		DIPHTHERIA	<input checked="" type="checkbox"/>		TUBERCULOSIS	<input checked="" type="checkbox"/>		RUPTURE	<input checked="" type="checkbox"/>		FOOT TROUBLE
<input checked="" type="checkbox"/>		RHEUMATIC FEVER	<input checked="" type="checkbox"/>		SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>		APPENDICITIS	<input checked="" type="checkbox"/>		NEURITIS
<input checked="" type="checkbox"/>		SWOLLEN OR PAINFUL JOINTS	<input checked="" type="checkbox"/>		ASTHMA	<input checked="" type="checkbox"/>		ILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>		PARALYSIS (Inc. infantile)
<input checked="" type="checkbox"/>		MUMPS	<input checked="" type="checkbox"/>		SHORTNESS OF BREATH	<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>		EPILEPSY OR FITS
<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>		PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>		CAR, TRAIN, SEA, OR AIR SICKNESS
<input checked="" type="checkbox"/>		FREQUENT OR SEVERE HEADACHE	<input checked="" type="checkbox"/>		CHRONIC COUGH	<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>		FREQUENT TROUBLE SLEEPING
<input checked="" type="checkbox"/>		DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>		PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>		BOILS	<input checked="" type="checkbox"/>		FREQUENT OR TERRIFYING NIGHTMARES
<input checked="" type="checkbox"/>		EYE TROUBLE	<input checked="" type="checkbox"/>		HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>		VENEREAL DISEASE	<input checked="" type="checkbox"/>		DEPRESSION OR EXCESSIVE WORRY
<input checked="" type="checkbox"/>		EAR, NOSE OR THROAT TROUBLE	<input checked="" type="checkbox"/>		CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>		LOSS OF MEMORY OR AMNESIA
<input checked="" type="checkbox"/>		RUNNING EARS	<input checked="" type="checkbox"/>		FREQUENT INDIGESTION	<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>		BED WETTING
<input checked="" type="checkbox"/>		CHRONIC OR FREQUENT COLDS	<input checked="" type="checkbox"/>		STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>		NERVOUS TROUBLE OF ANY SORT
<input checked="" type="checkbox"/>		SEVERE TOOTH OR GUM TROUBLE	<input checked="" type="checkbox"/>		GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>		LAMENESS	<input checked="" type="checkbox"/>		ANY DRUG OR NARCOTIC HABIT
<input checked="" type="checkbox"/>		SINUSITIS	<input checked="" type="checkbox"/>		JAUNDICE	<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>		EXCESSIVE DRINKING HABIT
<input checked="" type="checkbox"/>		HAY FEVER	<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>		HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)

<input checked="" type="checkbox"/>	WORN GLASSES	<input checked="" type="checkbox"/>	ATTEMPTED SUICIDE	<input checked="" type="checkbox"/>	BEEN PREGNANT		AGE AT ONSET OF MENSTRUATION
<input checked="" type="checkbox"/>	WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>	BEEN A SLEEP WALKER	<input checked="" type="checkbox"/>	HAD A VAGINAL DISCHARGE		INTERVAL BETWEEN PERIODS
<input checked="" type="checkbox"/>	WORN HEARING AIDS	<input checked="" type="checkbox"/>	LIVED WITH ANYONE WHO HAD TUBERCULOSIS	<input checked="" type="checkbox"/>	BEEN TREATED FOR A FEMALE DISORDER		DURATION OF PERIODS
<input checked="" type="checkbox"/>	STUTTERED OR STAMMERED	<input checked="" type="checkbox"/>	COUGHED UP BLOOD	<input checked="" type="checkbox"/>	HAD PAINFUL MENSTRUATION		DATE OF LAST PERIOD
<input checked="" type="checkbox"/>	WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>	BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION	<input checked="" type="checkbox"/>	HAD IRREGULAR MENSTRUATION	QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY	
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?		24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS		25. WHAT IS YOUR USUAL OCCUPATION?		26. ARE YOU (Check one) <input type="checkbox"/> RIGHT HANDED <input type="checkbox"/> LEFT HANDED	

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:
	<input checked="" type="checkbox"/>	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
<input checked="" type="checkbox"/>		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	<input checked="" type="checkbox"/>	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

Typhoid fever (1933)

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

Milton A. Jones

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39).

No present complaints etc.

b6
b7C

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER

DATE
SEP 12 '60

SIGNATURE

NUMBER OF ATTACHED SHEETS

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

F.B.I.

1. LAST NAME—FIRST NAME—MIDDLE NAME JONES MILTON ANKERS			2. GRADE AND COMPONENT OR POSITION SA			3. IDENTIFICATION NO.		
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION Annual Examination			6. DATE OF EXAMINATION 9-18-59		
7. SEX M	8. RACE W	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE			11. ORGANIZATION UNIT		
12. DATE OF BIRTH 2-24-13		13. PLACE OF BIRTH Monticello, Ky		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN				
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS				16. OTHER INFORMATION				

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

Excellent - no real sickness in 20 years.

18. FAMILY HISTORY

RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	84	very good			✓		HAD TUBERCULOSIS	uncle
MOTHER	79	fair				✓	HAD SYPHILIS	
SPOUSE	46	very good			✓	✓	HAD DIABETES	
BROTHERS AND SISTERS	48	good			✓		HAD CANCER	uncle
	42	good			✓		HAD KIDNEY TROUBLE	
	35	good			✓		HAD HEART TROUBLE	uncle
CHILDREN						✓	HAD STOMACH TROUBLE	
						✓	HAD RHEUMATISM (Arthritis)	
						✓	HAD ASTHMA, HAY FEVER, HIVES	
						✓	HAD EPILEPSY (Fits)	
	16	Excellent				✓	COMMITTED SUICIDE	
	14	Excellent				✓	BEEN INSANE	
	10	Excellent				✓		

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)

YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
✓		SCARLET FEVER, ERYSIPELAS	✓		GOITER	✓		TUMOR, GROWTH, CYST, CANCER	✓		"TRICK" OR LOCKED KNEE
✓		DIPHTHERIA	✓		TUBERCULOSIS	✓		RUPTURE	✓		FOOT TROUBLE
✓		RHEUMATIC FEVER	✓		SOAKING SWEATS (Night sweats)	✓		APPENDICITIS	✓		NEURITIS
✓		SWOLLEN OR PAINFUL JOINTS	✓		ASTHMA	✓		PILES OR RECTAL DISEASE	✓		PARALYSIS (Inc. infantile)
✓		MUMPS	✓		SHORTNESS OF BREATH	✓		FREQUENT OR PAINFUL URINATION	✓		EPILEPSY OR FITS
✓		WHOOPING COUGH	✓		PAIN OR PRESSURE IN CHEST	✓		KIDNEY STONE OR BLOOD IN URINE	✓		CAR, TRAIN, SEA, OR AIR SICKNESS
✓		FREQUENT OR SEVERE HEADACHE	✓		CHRONIC COUGH	✓		SUGAR OR ALBUMIN IN URINE	✓		FREQUENT TROUBLE SLEEPING
✓		DIZZINESS OR FAINTING SPELLS	✓		PALPITATION OR POUNDING HEART	✓		BOILS	✓		FREQUENT OR TERRIFYING NIGHTMARES
✓		EYE TROUBLE	✓		HIGH OR LOW BLOOD PRESSURE	✓		VENEREAL DISEASE	✓		DEPRESSION OR EXCESSIVE WORRY
✓		EAR, NOSE OR THROAT TROUBLE	✓		CRAMPS IN YOUR LEGS	✓		RECENT GAIN OR LOSS OF WEIGHT	✓		LOSS OF MEMORY OR AMNESIA
✓		RUNNING EARS	✓		FREQUENT INDIGESTION	✓		ARTHRITIS OR RHEUMATISM	✓		BED WETTING
✓		CHRONIC OR FREQUENT COLDS	✓		STOMACH, LIVER OR INTESTINAL TROUBLE	✓		BONE, JOINT, OR OTHER DEFORMITY	✓		NERVOUS TROUBLE OF ANY SORT
✓		SEVERE TOOTH OR GUM TROUBLE	✓		GALL BLADDER TROUBLE OR GALL STONES	✓		LAMENESS	✓		ANY DRUG OR NARCOTIC HABIT
✓		SINUSITIS	✓		JAUNDICE	✓		LOSS OF ARM, LEG, FINGER, OR TOE	✓		EXCESSIVE DRINKING HABIT
✓		HAY FEVER	✓		ANY REACTION TO SERUM, DRUG OR MEDICINE	✓		PAINFUL OR "TRICK" SHOULDER OR ELBOW	✓		HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)

✓	WORN GLASSES	✓	ATTEMPTED SUICIDE
✓	WORN AN ARTIFICIAL EYE	✓	BEEN A SLEEP WALKER
✓	WORN HEARING AIDS	✓	LIVED WITH ANYONE WHO HAD TUBERCULOSIS
✓	STUTTERED OR STAMMERED	✓	COUGHED UP BLOOD
✓	WORN A BRACE OR BACK SUPPORT	✓	bled excessively after injury or tooth extraction

22. FEMALES ONLY: A. HAVE YOU EVER—

	BEEN PREGNANT		AGE AT ONSET OF MENSTRUATION
	HAD A VAGINAL DISCHARGE		INTERVAL BETWEEN PERIODS
	BEEN TREATED FOR A FEMALE DISORDER		DURATION OF PERIODS
	HAD PAINFUL MENSTRUATION		DATE OF LAST PERIOD
	HAD IRREGULAR MENSTRUATION		QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY

23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?

24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS

25. WHAT IS YOUR USUAL OCCUPATION?

26. ARE YOU (Check one)

☐ RIGHT HANDED ☐ LEFT HANDED

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:
	<input checked="" type="checkbox"/>	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
<input checked="" type="checkbox"/>		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	<input checked="" type="checkbox"/>	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

Typhoid fever in 1933.

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

Milton A. Jones

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

No present complaints or symptoms

b6
b7c

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER

CAPT, MC, USN

DATE

SEP 18 50

SIGNATURE

NUMBER OF ATTACHED SHEETS

PRNC-NMC-75

NAME _____

JONES MILTON A.

SA FBI

AGE

RIGHT

LEFT

[illegible]

RIGHT

LEFT

DATE	WHITE NOISE														OPPOSITE EAR MASK AT														LOW TONE	EXAMINER																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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FREE FIELD

REMARKS

TINITIS

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ADG AIR

CLINICAL RECORD

CONSULTATION SHEET

REQUEST

TO:

EAR CLINIC

FROM: (Requesting ward, unit, or activity)
STAFF CLINIC

DATE OF REQUEST

9-23-58

REASON FOR REQUEST (Complaints and findings)

This SA, FBI appeared this date for his annual physical examination and it was noted he has never been afforded an audiogram. Please do audiogram for record purposes.

Thank you,

PROVISIONAL DIAGNOSIS

b6
b7C

APPROVED

PLACE OF CONSULTATION

☐ BEDSIDE ☐ ON CALL

☐ EMERGENCY

☐ ROUTINE

LT. MC, USN CONSULTATION REPORT

9/23/58

Bilateral high tone hearing loss.
Suggest re-check by audiometer every
year at annual physical

b6
b7C

(Continued on reverse side)

SIGNATURE AND TITLE

DATE

IDENTIFICATION NO.

ORGANIZATION

PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)

REGISTER NO.

WARD NO.

JONES, MILTON A.

SPECIAL AGENT, FBI

CONSULTATION SHEET
Standard Form 513

Yes NOV 2

2100

CLINICAL RECORD

CONSULTATION SHEET

REQUEST

TO: Orthopedic Department

FROM: (Requesting ward, unit, or activity)
Staff Clinic

DATE OF REQUEST

25 Oct. '55

REASON FOR REQUEST (Complaints and findings)

1. Pain in back

Started after helping uncle putting up scaffold - pain
at base of spine, referred down legs at times - ~~was~~
limbers up & activity - stiffens up & rest.

Please examine & advise

PROVISIONAL DIAGNOSIS

D. V. (Back strain)

DOC

APPROVED

PLACE OF CONSULTATION

☐ BEDSIDE

☒ ON CALL

☐ EMERGENCY

☒ ROUTINE

CONSULTATION REPORT

History of physical findings
Hx + physical findings
consistent with residuals
muscle strain lumbar
Muscle strain lumbar.

Rec: Deep heat and massage

He has been advised re minor pain.

b6
b7C

(Continued on reverse side)

PATIENT'S LAST NAME - FIRST NAME	DATE	IDENTIFICATION NO.	ORGANIZATION
JONES, Milton H.	11/2/55	FBI	
PATIENT'S LAST NAME - FIRST NAME	REGISTER NO.	WARD NO.	
JONES, Milton H.		Staff Clinic	

CONSULTATION SHEET
Standard Form 513

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

January 19, 1961

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I am taking this opportunity to commend, through you, the personnel in your section for their very fine work performed in connection with the preparation of a thirty-minute television program shown in the Philadelphia area which depicted co-operation of various law enforcement agencies.

I was particularly impressed with the ability and enthusiasm exhibited by Miss [redacted] who played an important role in the success realized. This program will certainly enhance the prestige of the Bureau and I want you to convey to Miss [redacted] and others, my appreciation for their fine contributions.

Sincerely yours,
J. Edgar Hoover

1 - Mr. DeLoach (Personal Attention)

1 - Miss [redacted] (Sent Direct)

GMT:rd
(6)
67-109106

1 - Personnel file Miss [redacted]

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

JAN 19 4 07 PM '61
FBI
REC'D-READING ROOM

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b7C

b6
b7C

February 6, 1961

PERSONAL

Dear Mr. Jones:

Today marks your Twenty-second Anniversary with the Federal Bureau of Investigation, and I did want to extend my congratulations and best wishes for the occasion. Loyalty and devotion to duty of employees such as you have been largely responsible for bringing the Bureau to its present position in law enforcement, and I hope the Bureau will have the benefit of your services for many years to come.

With best wishes,

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C. REC-101

362
FEB 10 1961
JEL

Tolson _____
Mohr _____
Parsons _____
Belmont _____
Callahan _____
DeLoach _____
Malone _____
McGuire _____
Rosen _____
Tamm _____
Trotter _____
W.C. Sullivan _____
Tele. Room _____
Ingram _____
Gandy _____
Mr. Conrad _____

FEB 10 1961

JEH:edm (3)

Anniversary 2/6 (Mon.)

MAIL ROOM ☐ TELETYPE UNIT ☐

SENT FROM D. O.
TIME 9:38 AM
DATE 2/6/61
BY [Signature]

EVANS

PX

Mr. S. A. Andretta
Administrative Assistant Attorney General

February 1, 1961

Director, FBI

b6
b7c

Parking

9-11-61

The alternate parking permit, for space 69, 11th Street Court,
issued to [redacted] has been returned and destroyed.

It is requested an alternate parking permit for space 69
be issued to M. A. Jones. Mr. Jones has a 1960 Buick with Virginia
license A-166-248, and a 1947 Buick with Virginia license A-118-867.

Milton

66-18766-120

RECEIVED IN

REC-4

130

FEB 3 1961

MAILED 9
FEB - 1 1961
COMM-FBI

EX-113

9:00 PM

FEB 1 1961
FBI

- Tolson _____
- Mohr _____
- Parsons _____
- Belmont _____
- Callahan _____
- Conrad _____
- DeLoach _____
- Malone _____
- McGuire _____
- Rosen _____
- Trotter _____
- Evans _____
- W.C. Sullivan _____
- Tele. Room _____
- Ingram _____
- Gandy _____

140

7 FEB 15 1961

MAIL ROOM ☐ TELETYPE UNIT ☐

9:00 PM

PERC

Mr. Tolson ✓
 Mr. Mohr _____
 Mr. Parsons _____
 Mr. Belmont _____
 Mr. Callahan ✓
 Mr. Conrad _____
 Mr. DeLoach _____
 Mr. Malone _____
 Mr. McGuire _____
 Mr. Rosen _____
 Mr. Trotter _____
 Mr. Evans _____
 Mr. W.C. Sullivan _____
 Tele. Room _____
 Mr. Ingram _____
 Miss Gandy _____

February 6, 1961

b6
 b7C

Mr. John Edgar Hoover
 Federal Bureau of Investigation
 Washington, D. C.

Dear Mr. Hoover:

I have received your note of February 6th and deeply appreciate your congratulations on my Twenty-second Anniversary with the Bureau. Frankly, it doesn't seem nearly this long. I do hope I will have an opportunity to contribute whatever talents I have to the Bureau's work for years to come.

Sincerely,

Milton A. Jones
 Milton A. Jones

REC-150

67-109101-363	
Searched	Numbered
8	8

FEB 13 1961

Mr. Tolson
Mr. DeLoach
Mr. Mohr
Mr. Bishop
Mr. Casper
Mr. Callahan
Mr. Conrad
Mr. Felt
Mr. Gale
Mr. Rosen
Mr. Sullivan
Mr. Tavel
Mr. Trotter
Mr. W.C. Sullivan
Tele. Room
Mr. Ingram
Miss Gandy

Engel School

b6
b7C

Box 438, R.F.D.#4
Annandale, Virginia
February 23, 1961

Honorable J. Edgar Hoover
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

M. A. Jones

As one of your admirers, I am writing this letter to ask your help in getting information for a school assignment.

The juvenile crime rate appears to be rising throughout the country. Could you give me your reason for the increased juvenile crime rate and what you think should be done about it? I would also appreciate any ideas on what young people like me can do to help in the fight against crime.

Your reply will be a great help in my school work.

109/86-364

REC-131

b6
b7C

Sincerely yours,

[Redacted signature]

REC-100

REC-60

94-46114-7

MAR 1 1961

*mmf
Ask 2-22-61
CBH:mil*

100-46114-7

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

2-7-61

I certify that I have received the following Government property for official use:
returned

Alternate
(2) Parking Permits Space 69, 11th Street Court ✓

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY MANNER

NOT RECORDED

6 FEB 10 1961

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

b6
b7C

Name of Employee: MILTON A. JONES

Where Assigned: Crime Records Division Crime Research Section
(Division) (Section, Unit)

Official Position Title: Special Agent - Chief, Crime Research

Rating Period: from 4/1/60 to 3/31/61

ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
InitialsMAJ

Rated by: C. D. DeLoach Assistant Director 3-31-61
Signature Title Date

Reviewed by: _____
Signature Title Date

Rating Approved by: [Signature] Assistant Director APR 19 1961
Signature Title Date

TYPE OF REPORT

(☒) Official
(☒) Annual

() Special Administrative Name: 67-109106-365
() 60-Day APR 18 1961
() 90-Day
() Transfer
() Separation from Service
() Special

66
4 APR 25 1961

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

2023-12-22

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. JonesTitle Special AgentRating Period: from 4/1/60 to 3/31/61

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- + (1) Personal appearance.
+ (2) Personality and effectiveness of his personal contacts.
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).
+ (4) Physical fitness (including health, energy, stamina).
+ (5) Resourcefulness and ingenuity.
+ (6) Forcefulness and aggressiveness as required.
+ (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.
+ (8) Initiative and the taking of appropriate action on own responsibility.
+ (9) Planning ability and its application to the work.
+ (10) Accuracy and attention to pertinent detail.
+ (11) Industry, including energetic, consistent application to duties.
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.
0 (14) Technical or mechanical skills.
0 (15) Investigative ability and results:
 - Internal security cases
 - Criminal or general investigative cases
 - Fugitive cases
 - Applicant cases
 - Accounting cases

- E (17) Firearms ability.
0 (18) Development of informants and sources of information.
+ (19) Reporting ability:
 - Investigative reports
 - Summary reports
 - Memos, letters, wires
(Consider: + conciseness; + clarity; + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; + administrative detail.)
- 0 (20) Performance as a witness.
+ (21) Executive ability:
 - Leadership
 - Ability to handle personnel
 - Planning
 - Making decisions
 - Assignment of work
 - Training subordinates
 - Devising procedures
 - Emotional stability
 - Promoting high morale
 - Getting results
- 0 (22) Ability on raids and dangerous assignments:
 - As leader
 - As participant
- + (23) Organizational interest, such as making of suggestions for improvement.
+ (24) Ability to work under pressure.
0 (25) Miscellaneous. Specify and rate:
 Dictation ability _____

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Section Chief - Criminal Research Section

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? YES (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? YES (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? NO 2. Has employee used more sick leave (including annual leave or LWR for illness) during rating period than the amount of sick leave earned during such period? NO (If answer to either question is "Yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

M. A. Jones

April 17, 1961

MILTON A. JONES

Special Agent
Crime Research Section
Crime Records Division

PART I GENERAL COMMENTS:

Mr. Jones makes an outstanding personal appearance. He is always neat and well groomed. He has a concise, analytical mind. He is industrious, conscientious, loyal and works very well under pressure. This man is a firm administrator and insists upon good discipline in his Section. His personnel respect him for his above-average knowledge of FBI policies and procedures. He is amenable to discipline and extends complete cooperation. He has used no sick leave during the entire rating period.

During the rating period, Mr. Jones has been commended four times and has not been the recipient of any disciplinary action. This man has a keen sense of timing and his enthusiasm during the rating period in promoting suggestions, ideas and high morale has certainly been far above average. Although this Section Chief is an experienced employee of long standing, it is to be particularly noted that his personality has definitely improved during the past year, and he is considered to be an excellent "team" man.

During the inspection of this Division in March, 1961, the Inspector noted that the Section Chief put in an above-average amount of overtime, thereby setting the pace for personnel within the Section insofar as carrying the workload is concerned. He was regarded by the Inspector as a highly valuable employee, and I certainly share this opinion.

I have no hesitancy in stating that a rating of "Excellent" is fully merited by this employee.

M A J

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

N.A.

2. Experience and Ability as Inspector's Aide

Mr. Jones is qualified as an Inspector's Aide; however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Programs

N.A.

4. Testifying Experience and Ability

N.A.

5. Disciplinary Action

N.A.

6. Accounting Information

N.A.

7. Police Instruction

Mr. Jones appears before In-Service Seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training

N.A.

9. Resident Agents

N.A.

10. Foreign Language Ability

N.A.



11. Administrative Advancement

(a) Is Agent interested in administrative advancement?

\ Yes.

(b) Is Agent completely available for administrative advancement?

Yes.

(c) Is Agent considered completely qualified at present for administrative advancement including experience, ability, personality and appearance?

Yes.

(d) His qualifications are considered very good _____, excellent X, outstanding _____.

(e) Does Agent have potential for future administrative advancement?

Yes.

mmj

Name: MILTON A. JONES

Title: SPECIAL AGENT

EOD: 2-6-39

Grade: GS-16, \$15,515

NON-VETERAN

NOT ON PROBATION

ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is currently the Section Chief of the Crime Research Section of this Division. He has served in a similar capacity since 1944. He is an extremely hard worker, does considerably well under pressure and functions smoothly as an administrator. He presents an excellent appearance, his attitude is good and he is amenable to discipline. He is meticulous and is a disciplinarian in handling his responsibilities and the personnel of his Section. He is definitely an asset to this Division and his knowledge of FBI policies and procedures benefits all of our operations. Since the last inspection he has been commended on four occasions and has received one letter of censure.

Rating: Excellent

INSPECTOR ROY K. MOORE
(HEC:meh, 3/17/61)

Inspector concurs in the comments
of Mr. DeLoach.

Mr. Jones has been in his current position for a number of years and is a competent administrator whose long experience in the division renders him a highly valuable employee. Based upon the findings of the Inspector during the current inspection, Mr. Jones is carrying out his present assignment in a capable fashion. He consistently puts in an above-average amount of overtime, thereby setting the pace for personnel within the section insofar as carrying the work load is concerned. Mr. Jones is an extremely loyal employee who is interested in and completely available for administrative advancement. He is within the desirable weight limits. The Inspector feels that he has good potential for administrative advancement.

CRIME RECORDS DIVISION INSPECTION

3-9-61

CDD:sak

67-NOT RECORDED
8 MAR 22 1961

2 JRM
3 JRM

REC-124

REC-60

EX-109

74-46114-7

February 27, 1961

u. s. m. 1946

Mr. [redacted]
Box 438, Route 4
Annandale, Virginia

b6
b7C

M. A. Jones

Dear [redacted]:

I have received your letter of February 23, and I am pleased that you chose to write to me for help in your school assignment.

It is true that the juvenile crime rate in this country is rising. Since 1948 juvenile arrests and court cases have more than doubled while the population of our young people has increased less than one half. In 1959 arrests of young persons under 18 were 4 per cent higher than the 1958 total. While youthful criminality is a world-wide disease, we, of course, are primarily concerned with its steady increase in our Nation. The finger of blame can be pointed in many directions. To a great extent young criminals are by-products of our self-indulgent age. They are the victims of a society which has substituted indulgence for discipline. They are the victims of a misplaced sense of values. The last several years have seen a breakdown of authority and moral standards in the home and community. Parents are eager to give freely of material gifts to their children, but all too often they fail to provide those things which are of inestimable value--standards, principles and discipline.

Dope peddlers and filth merchants, who make their living by corrupting youth, are responsible for a sizable portion of juvenile crime. Courtroom leniency and misguided rehabilitation efforts frequently cause young offenders to lose respect for law and

NOTE: [redacted] of Section Chief M. A. Jones, Crime Research Section, Crime Records Division. Statistics relating to percentage of teen-age arrests from 1959 Uniform Crime Reports bulletin.

CBF:mid
(4)

- Tolson
- Parsons
- Mohr
- Belmont
- Callahan
- Conrad
- DeLoach
- Evans
- Malone
- Rosen
- Tavel
- Trotter
- W.C. Sullivan
- Tele. Room
- Ingram
- Gandy

MAIL ROOM ☐ TELETYPE UNIT ☐

MAR 27 1961

FEB 27 3 15 PM '61

b6
b7C

Mr.

order and to assume a callousness toward constituted authority. These are some of the factors responsible for the alarming rise in teen-age arrests.

There is no simple and easy solution to this problem; however, I strongly feel that a concerted effort on all levels of the community will help to curtail and control it. Parents must recognize their responsibilities toward their children and live up to them. There has to be a serious crackdown on the peddlers of dope, smut and pornography. We must stop coddling hardened young criminals, and we must improve the effectiveness of juvenile courts and juvenile aid facilities. Finally, we must re-emphasize and re-establish the spiritual values and moral standards upon which our great Nation was founded.

Young boys and girls of your age have a vital role in this fight. By acquiring good living habits, a strong conscience and respect for your fellow men and yourself, you will develop the qualities of character which reflect so creditably upon you, your family and community and the Nation. Through faith in God and obeying His Ten Commandments, you will learn to abide by those man-made laws which are imposed for the protection and the betterment of all of us.

It takes strength and courage to be morally tough, to stand for principles which we all know are right, even when it may be unpopular to do so. The wholesome majority of the youth of this country have avoided the stigma of crime. They, indeed, merit congratulations and encouragement. Regrettably, they must suffer the disgrace and shame brought on their age group by the small percentage of rebellious youth who flout lawful authority.

I hope the above remarks may be of assistance in your school project, and enclosed is some material containing additional information on this subject.

Sincerely yours,

J. Edgar Hoover

Enclosures (8) (Listed on page 3. . . .)

Letter to Mr.

Enclosures:

Juvenile Judge Answers Questions on Delinquency

The Rectangular Screen and Delinquency

Youth in Crime

Counterattack on Juvenile Delinquency

You Can Help Stop Juvenile Crime

What Can We Do About "Delinquency"?

The Role of the Sunday School

Warning to U. S. Teen-Agers

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: June 12, 1961

FROM : M. A. Jones

SUBJECT: LETTER TO MR. [REDACTED]
DATED 6-6-61

Tolson	_____
Belmont	_____
Mohr	_____
Callahan	_____
Conrad	_____
DeLoach	_____
Evans	_____
Malone	_____
Rosen	_____
Sullivan	_____
Tavel	_____
Trotter	_____
Tele. Room	_____
Ingram	_____
Gandy	_____

b6
b7Cb6
b7C

Under date of 6-6-61, a letter was prepared to Mr. [REDACTED] who is on our mailing list, transmitting a complimentary copy of the June, 1961, issue of the National Geographic Society Magazine. Inadvertently his last name was spelled [REDACTED] but it was detected in Mr. Tolson's office and the letter was transmitted corrected. In a preliminary survey to set up a list of people on the Special Correspondents' List who should receive copies of this magazine containing the feature article on the FBI, a roster of such recipients was set up after going through the entire Special Correspondents' List. This roster, together with other lists of individuals designated for receipt of this magazine by other Bureau officials, was furnished to SA Charles E. Moore of the Publications Unit who was handling the project.

The roster culled from the Special Correspondents' List contained numerous names and the copy of the list furnished to SA Moore had captioned individual's name spelled [REDACTED]. Our mailing list and other records have the spelling correct. In view of the fact that various clerical employees assisted in typing up the list, it is not possible to specifically determine who was responsible for the misspelling on the original roster. Accordingly, inasmuch as I have the responsibility for the mailing list project, the responsibility for this instance is mine.

b6
b7CRECOMMENDATION:

REC-146

67-109106-360	
Searched _____	Numbered _____
2 JUL 20 1961	

For information and referral to the Administrative Division for consideration of action in this matter in view of the over-all responsibilities in connection with the mailing list project of Section Chief M. A. Jones.

Delin
Rec concurred for Jones
6/13
Letter to Jones
HVB/pec
6/16/61

MAJ:jo
(3)

3/10

FIELD FIREARMS TRAINING RECORD

SPECIAL AGENT JONES, MILTON A.
 Current thru 1957-Prev. Rec. Sent Pers. Files.

FD-40
 3-25-47

OFFICE	MO. YR.	HS	PPC	SG	.30	MG	GAS	RD		QUALI- FIED
SOG									271	4/58
"									287	4/58
"		82	88	100	✓	95	✓	DT		4/58
"		90	96	16		94	DT	✓		JUN 1953
"		100	88	100		92				8/3/58
"		92	88	13		90				10/8/58
"									281	10/30/58
"									247	12/58
"	1 59								264	
"	3 59								242	
"	4 59	82	95	100			✓	DT		
" 6-11-59		94	87	21				DT		
SOG	7-23 59	86	89	100				DT rough		
"	10-1 59	86	87	16				DT/BA		
"	11-12 59								241	
"	12-23 59								257	
"	2-11 60								242	
"	3-28 60								238	
"	4-26 60	94	92	#3 100			✓	DT's		
"	8-7 60	78	85	#3 80				DT	5	
"	9-2 60	84	87	#3 86				DT		
"	9-28 60								252	
"	11-15 60	78	79	#2 12			Body Armor	"		
"	12-14 60								207	

7 JUN 15 1961

File 28

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
 Belmont _____
 Mohr _____
 Callahan _____
 Conrad _____
 DeLoach _____
 Evans _____
 Malone _____
 Rosen _____
 Sullivan _____
 Tavel _____
 Trotter _____
 Tele. Room _____
 Ingram _____
 Gandy _____

TO : MR. TOLSON

b6
b7C

DATE: 6/14/61

FROM : J. P. MOHR

SUBJECT:

NASHVILLE, TENNESSEE

REQUEST FOR ARTICLE BY DIRECTOR

b6
b7C

Reference is made to Mr. Jones memorandum to Mr. DeLoach dated 6/9/61, captioned as above, explaining the delay in preparing a requested article for Mr. . In Mr. Jones's memorandum he points out that the article, with the cover letter, bearing the date of Monday, 5/29/61, was time stamped into my office at 9:55 A. M. on Thursday, 5/25/61, and it was time stamped in Mr. Belmont's Office at 9:45 A. M. on Monday, 5/29/61. You asked for the reason for the delay in reviewing this article in my office.

I recall receiving the article and I also recall that on Thursday, 5/25/61, like all Thursdays, we had an extremely heavy volume of signature mail which takes me up until 2:00 P. M. to clear out of my office. I go to lunch between 2:00 and 3:00 P. M. and I rarely, if ever, leave the office before 7:30 P. M. I recall setting the article aside on Thursday morning with a view to doing it later in the day and obviously something of an official nature interfered preventing my getting to it on Thursday. On Friday until 1:00 P. M. I was busy reviewing currently dated outgoing mail when again I set aside the article and got to it sometime Friday afternoon.

Missing from Mr. Jones's memorandum is the patent fact that I initialed that I had read this article and cleared it on Friday, 5/26/61, the exact time I do not know, but apparently the article was held in the Routing Unit until Monday because it was not time stamped into Mr. Belmont's Office until after 9:00 A. M. on Monday, 5/29/61. On 5/29/61 it was read by Mr. Belmont, who suggested some changes and routed it back to Mr. DeLoach. It was not received in Mr. DeLoach's Office until Wednesday, 5/31/61, because there was an intervening holiday on Tuesday, 5/30/61.

I do not think the article was in my office for an undue length of time and, as I pointed out to Mr. DeLoach, I think that Mr. Jones, as well as Mr. DeLoach, failed to properly schedule this article for clearance giving sufficient time for review at the Seat of Government and in order to reach the editor before the promised deadline. The Crime Research Section had this article three months and certainly it should have been prepared and ready for clearance from the Bureau more than a week before the promised deadline. As I believe Messrs. Jones and DeLoach can do a better job of scheduling these matters and allowing more time for review, they should, as indicated in the attached memorandum, both be censured.

Enclosure

JPM:ml

(2)

JUL 1

strongly believe Jones doesn't take time to check operations under him.

PERS. FILES

REC-146

June 16, 1961

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Under date of June 6, 1961, an outgoing letter was prepared in which an error was detected. It was subsequently determined that this error was due to an inaccuracy in records over which you have the over-all supervision.

In view of the above, it will be incumbent upon you to insure that accurate records are maintained so that it will not again be necessary to bring such matters to your attention.

HNB:jnc
(5)

1 - Crime Records Division
Personnel File

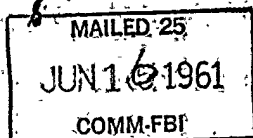
Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

Based on memo M.A. Jones
to DeLoach, 6-12-61,
MAJ:jo.

1 - Mr. DeLoach (Personal Attention)



MAIL ROOM ☐ TELETYPE UNIT ☐

Tolson _____
Belmont _____
Mohr _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Malone _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Ingram _____
Gandy _____

JUN 16 3 53 PM '61
REC'D-READING ROOM
FBI

JUN 16 4 31 PM '61
REC'D-MAIL ROOM
FBI

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: October 4, 1961

FROM : M. A. Jones *MAJ*

SUBJECT: ERROR PROGRAM

Tolson _____
Belmont _____
Mohr _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Malone _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Ingram _____
Gandy _____

During the past nine months, I have been responsible for ten non-substantive errors in outgoing correspondence approved by me.

RECOMMENDATION:

That this matter be referred to the Administrative Division for appropriate action.

1 - Mr. Callahan

MAJ:njs
(3) *njs*

*Letter of comment to
Mr. Jones. 10/6/61.
HNB: [initials]*

REC-146

D

67-109106-3688	
Searched _____	Numbered _____
1 OCT 9 1961	

3/11/61

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

8-23-61

I certify that I have ~~received~~ the following Government property for official use:

returned

Key to rooms 4229, 4234, 7541, 4235, 4237, 4239

4234, 4231

FILE

3-M

PER Mah

Very truly yours,

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANYWAY

NOT RECORDED

7 SEP 5 1961

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

August 14, 1961

I certify that I have received the following Government property for official use:

~~XXXXXXXX~~

key to Room 4260✓

and returned

Key to Room 4232✓

FILE

3-M

PER *[Signature]*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

67-NOT RECORDED

Very truly yours,

(Written Signature)

Milton A. Jones

(Typed Signature)

Milton A. Jones

52 17 AUG 18 1961

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

8-11-61

I certify that I have received the following Government property for official use:

~~Returned~~
KEYS TO ROOMS 4706, 4704, 4262, 4260, 4258

FILE

3-M

PER *mak*

Very truly yours,

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

NOT RECORDED

7 AUG 18 1961

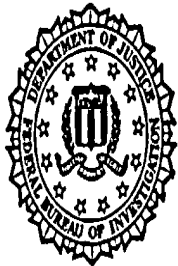
52

(Written Signature)

Milton A. Jones

(Typed Signature)

Milton A. Jones



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

AUG 11 1961

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA

MILTON A. JONES
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name <u>Fannie M. Jones</u>	Relationship <u>Wife</u>	Date <u>8/7/61</u>
Address <u>6911 Alpine Drive Annandale, VA</u>		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name <u>Fannie M. Jones</u>	Relationship <u>Wife</u>	Date <u>8/7/61</u>
Address <u>6911 Alpine Drive Annandale, VA</u>		

67-NOT RECORDED
7 SEP 13 1961

Very truly yours,

Milton A. Jones
Special Agent

DE Q1870000

Standard Form 88
(Rev. June 1956)

REPORT OF MEDICAL EXAMINATION

FBI

1. LAST NAME—FIRST NAME—MIDDLE NAME <i>Gomez Milton A</i>			2. GRADE AND COMPONENT OR POSITION <i>SA</i>		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION <i>Annual</i>		6. DATE OF EXAMINATION <i>8/25/61</i>	
7. SEX <i>M</i>	8. RACE <i>W</i>	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY	11. ORGANIZATION UNIT	
12. DATE OF BIRTH <i>1-24-13</i>		13. PLACE OF BIRTH <i>Monticello, Ky</i>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <i>WMC</i>				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

CLINICAL EVALUATION		ABNORMAL
<input checked="" type="checkbox"/>	18. HEAD, FACE, NECK, AND SCALP	
<input checked="" type="checkbox"/>	19. NOSE	
<input checked="" type="checkbox"/>	20. SINUSES	
<input checked="" type="checkbox"/>	21. MOUTH AND THROAT	
<input checked="" type="checkbox"/>	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
<input checked="" type="checkbox"/>	23. DRUMS (Perforation)	
<input checked="" type="checkbox"/>	24. EYES—GENERAL (Visual acuity and refraction under items 69, 60 and 67)	
<input checked="" type="checkbox"/>	25. OPHTHALMOSCOPIC	
<input checked="" type="checkbox"/>	26. PUPILS (Equality and reaction)	
<input checked="" type="checkbox"/>	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
<input checked="" type="checkbox"/>	28. LUNGS AND CHEST (Include breasts)	
<input checked="" type="checkbox"/>	29. HEART (Thrust, size, rhythm, sounds)	
<input checked="" type="checkbox"/>	30. VASCULAR SYSTEM (Varicosities, etc.)	
<input checked="" type="checkbox"/>	31. ABDOMEN AND VISCERA (Include hernia)	
<input checked="" type="checkbox"/>	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
<input checked="" type="checkbox"/>	33. ENDOCRINE SYSTEM	
<input checked="" type="checkbox"/>	34. G-U SYSTEM	
<input checked="" type="checkbox"/>	35. UPPER EXTREMITIES (Strength, range of motion)	
<input checked="" type="checkbox"/>	36. FEET	
<input checked="" type="checkbox"/>	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
<input checked="" type="checkbox"/>	38. SPINE, OTHER MUSCULOSKELETAL	
<input checked="" type="checkbox"/>	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
<input checked="" type="checkbox"/>	40. SKIN, LYMPHATICS	
<input checked="" type="checkbox"/>	41. NEUROLOGIC (Equilibrium tests under item 72)	
<input checked="" type="checkbox"/>	42. PSYCHIATRIC (Specify any personality deviation)	
<input checked="" type="checkbox"/>	43. PELVIC (Females only) (Check how done)	
<input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL		

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

9-22-61 3x5 to SA re. visit checked in near future.
12-1-61: Agent after WBH that Dr. Plow, his wife + recommended by Dr. Plow.
Bleat relaxation intersuiting (red)

REC-147.
2 ENCLOSURE

Mild folliculitis & acillae

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)														REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES				
O—Restorable teeth X—Missing teeth (6 X 8)—Fixed bridge, brackets to include abutments /—Nonrestorable teeth XXX—Replaced by dentures														<i>No defects noted</i> 67-109106-369 Searched _____ Numbered _____				
R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		
I	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17		
T	X																	

45. URINALYSIS: A. SPECIFIC GRAVITY <i>1.028</i>				46. CHEST X-RAY (Place date, film number and result)			
B. ALBUMIN <i>neg</i>				D. MICROSCOPIC <i>neg</i>			
C. SUGAR <i>neg</i>				49. BLOOD TYPE AND RH FACTOR <i>WNL</i>			
47. SEROLOGY (Specify test used and result) <i>neg</i>				50. OTHER TESTS <i>16416-61 - Normal</i>			

19 OCT 3 1961

WMC 9/3/61

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 6' 2"	52. WEIGHT 187	53. COLOR HAIR Brown	54. COLOR EYES Blue	55. BUILD: <input type="checkbox"/> SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESE	56. TEMPERATURE 98.6																																				
57. BLOOD PRESSURE (Arm at heart level)			58. PULSE (Arm at heart level)																																						
A. SITTING SYS. 124 DIAS. 70	B. RECUMBENT SYS. DIAS.	C. STANDING (3 min.) SYS. DIAS.	A. SITTING 88	B. AFTER EXERCISE	C. 2 MIN. AFTER																																				
59. DISTANT VISION			60. REFRACTION																																						
RIGHT 20/25	CORR. TO 20/	BY S.	OX	61. 75 M NEAR VISION																																					
LEFT 20/30	CORR. TO 20/	BY S.	OX	20/10 CORR. TO 20/6 BY lens																																					
62. HETEROPHORIA (Specify distance)																																									
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CT																																				
63. ACCOMMODATION		64. COLOR VISION (Test used and result)		65. DEPTH PERCEPTION (Test used and score)																																					
RIGHT	LEFT	40 P-1940-18/18		UNCORRECTED																																					
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)		CORRECTED																																					
70. HEARING		71. AUDIOMETER																																							
RIGHT WV	/15 SV	/15	72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																																						
LEFT WV	15	/15 SV	15																																						
		<table border="1"> <tr> <td></td> <td>250</td> <td>300</td> <td>1000</td> <td>2000</td> <td>3000</td> <td>4000</td> <td>6000</td> <td>8000</td> </tr> <tr> <td></td> <td>256</td> <td>315</td> <td>1024</td> <td>2048</td> <td>3296</td> <td>4096</td> <td>6144</td> <td>8192</td> </tr> <tr> <td>RIGHT</td> <td>10</td> <td>5</td> <td>0</td> <td>5</td> <td>50</td> <td>15</td> <td colspan="2"></td> </tr> <tr> <td>LEFT</td> <td>0</td> <td>0</td> <td>10</td> <td>45</td> <td>50</td> <td>45</td> <td colspan="2"></td> </tr> </table>					250	300	1000	2000	3000	4000	6000	8000		256	315	1024	2048	3296	4096	6144	8192	RIGHT	10	5	0	5	50	15			LEFT	0	0	10	45	50	45		
	250	300	1000	2000	3000	4000	6000	8000																																	
	256	315	1024	2048	3296	4096	6144	8192																																	
RIGHT	10	5	0	5	50	15																																			
LEFT	0	0	10	45	50	45																																			

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

Negative
25-65
Right eye has been tested - No change
Since 1940 - no change - No change
Since 1940 - no change - No change
 b6
 b7C

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

3. Bilateral glaucoma, bilateral
40. Red fibrosis, cornea

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. A. PHYSICAL PROFILE					
P	U	L	H	E	S

77. EXAMINEE (Check)

A. ☒ IS QUALIFIED FOR
 B. ☐ IS NOT QUALIFIED FOR

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

F.B.I.

1. LAST NAME—FIRST NAME—MIDDLE NAME <i>Jones, Milton A.</i>		2. GRADE AND COMPONENT OR POSITION <i>SA</i>		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION <i>Annual</i>		6. DATE OF EXAMINATION <i>8/25/61</i>	
7. SEX <i>m</i>	8. RACE <i>W</i>	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE		11. ORGANIZATION UNIT
12. DATE OF BIRTH <i>1-24-13</i>		13. PLACE OF BIRTH <i>Monticello, Ky.</i>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS			16. OTHER INFORMATION		
17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)					

Very good

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE—			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	<i>84</i>	<i>good</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HAD TUBERCULOSIS	<i>Uncle</i>
MOTHER	<i>81</i>	<i>fair</i>				<input checked="" type="checkbox"/>	HAD SYPHILIS	
SPOUSE	<i>47</i>	<i>good</i>				<input checked="" type="checkbox"/>	HAD DIABETES	
	<i>50</i>	<i>good</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HAD CANCER	<i>Uncle</i>
BROTHERS	<i>46</i>	<i>good</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HAD KIDNEY TROUBLE	
AND	<i>40</i>	<i>good</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HAD HEART TROUBLE	<i>Uncle</i>
SISTERS						<input checked="" type="checkbox"/>	HAD STOMACH TROUBLE	
						<input checked="" type="checkbox"/>	HAD RHEUMATISM (Arthritis)	
CHILDREN	<i>18</i>	<i>good</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HAD ASTHMA, HAY FEVER, HIVES	
	<i>16</i>	<i>good</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HAD EPILEPSY (Fits)	
	<i>12</i>	<i>good</i>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	COMMITTED SUICIDE	
					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)											
YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
<input checked="" type="checkbox"/>		SCARLET FEVER, ERYSIPELAS	<input checked="" type="checkbox"/>		GOITER	<input checked="" type="checkbox"/>		TUMOR, GROWTH, CYST, CANCER	<input checked="" type="checkbox"/>		"TRICK" OR LOCKED KNEE
<input checked="" type="checkbox"/>		DIPHTHERIA	<input checked="" type="checkbox"/>		TUBERCULOSIS	<input checked="" type="checkbox"/>		RUPTURE	<input checked="" type="checkbox"/>		FOOT TROUBLE
<input checked="" type="checkbox"/>		RHEUMATIC FEVER	<input checked="" type="checkbox"/>		SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>		APPENDICITIS	<input checked="" type="checkbox"/>		NEURITIS
<input checked="" type="checkbox"/>		SWOLLEN OR PAINFUL JOINTS	<input checked="" type="checkbox"/>		ASTHMA	<input checked="" type="checkbox"/>		PILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>		PARALYSIS (Inc. infantile)
<input checked="" type="checkbox"/>		MUMPS	<input checked="" type="checkbox"/>		SHORTNESS OF BREATH	<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>		EPILEPSY OR FITS
<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>		PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>		CAR, TRAIN, SEA, OR AIR SICKNESS
<input checked="" type="checkbox"/>		FREQUENT OR SEVERE HEADACHE	<input checked="" type="checkbox"/>		CHRONIC COUGH	<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>		FREQUENT TROUBLE SLEEPING
<input checked="" type="checkbox"/>		DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>		PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>		BOILS	<input checked="" type="checkbox"/>		FREQUENT OR TERRIFYING NIGHTMARES
<input checked="" type="checkbox"/>		EYE TROUBLE	<input checked="" type="checkbox"/>		HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>		VENEREAL DISEASE	<input checked="" type="checkbox"/>		DEPRESSION OR EXCESSIVE WORRY
<input checked="" type="checkbox"/>		EAR, NOSE OR THROAT TROUBLE	<input checked="" type="checkbox"/>		CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>		LOSS OF MEMORY OR AMNESIA
<input checked="" type="checkbox"/>		RUNNING EARS	<input checked="" type="checkbox"/>		FREQUENT INDIGESTION	<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>		BED WETTING
<input checked="" type="checkbox"/>		CHRONIC OR FREQUENT COLDS	<input checked="" type="checkbox"/>		STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>		NERVOUS TROUBLE OF ANY SORT
<input checked="" type="checkbox"/>		SEVERE TOOTH OR GUM TROUBLE	<input checked="" type="checkbox"/>		GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>		LAMENESS	<input checked="" type="checkbox"/>		ANY DRUG OR NARCOTIC HABIT
<input checked="" type="checkbox"/>		SINUSITIS	<input checked="" type="checkbox"/>		JAUNDICE	<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>		EXCESSIVE DRINKING HABIT
<input checked="" type="checkbox"/>		HAY FEVER	<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>		HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)		22. FEMALES ONLY! A. HAVE YOU EVER—		B. COMPLETE THE FOLLOWING:	
<input checked="" type="checkbox"/> WORN GLASSES	<input checked="" type="checkbox"/> ATTEMPTED SUICIDE	<input checked="" type="checkbox"/> BEEN PREGNANT	AGE AT ONSET OF MENSTRUATION		
<input checked="" type="checkbox"/> WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/> BEEN A SLEEP WALKER	<input checked="" type="checkbox"/> HAD A VAGINAL DISCHARGE	INTERVAL BETWEEN PERIODS		
<input checked="" type="checkbox"/> WORN HEARING AIDS	<input checked="" type="checkbox"/> LIVED WITH ANYONE WHO HAD TUBERCULOSIS	<input checked="" type="checkbox"/> BEEN TREATED FOR A FEMALE DISORDER	DURATION OF PERIODS		
<input checked="" type="checkbox"/> STUTTERED OR STAMMERED	<input checked="" type="checkbox"/> COUGHED UP BLOOD	<input checked="" type="checkbox"/> HAD PAINFUL MENSTRUATION	DATE OF LAST PERIOD		
<input checked="" type="checkbox"/> WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/> BLEED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION	<input checked="" type="checkbox"/> HAD IRREGULAR MENSTRUATION	QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY		
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?	24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS	25. WHAT IS YOUR USUAL OCCUPATION?	26. ARE YOU (Check one) <input type="checkbox"/> RIGHT HANDED <input type="checkbox"/> LEFT HANDED		

67-109106-369
ENCLOSURE

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
✓		27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:
	✓	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	✓	B. INABILITY TO PERFORM CERTAIN MOTIONS
	✓	C. INABILITY TO ASSUME CERTAIN POSITIONS
	✓	D. OTHER MEDICAL REASONS (If yes, give reasons)
✓		28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
✓		29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
✓		30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
✓		31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
✓		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
✓		33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
✓		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
✓		35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
✓		36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
✓		37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
✓		38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
✓		39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

Typhoid fever, 1933

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.
I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

Milton A. Jones

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

b6
b7C

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINEE	DATE	SIGNATURE	NUMBER OF ATTACHED SHEETS
<i>O. 250, 61</i>	<i>250, 61</i>	<i>[Signature]</i>	<i>1</i>

GOVERNMENT PRINTING OFFICE: 1952 O-213314

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee JONES MILTON A.
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	62
3	65
4	67
9	68
11	69
14	72
17	76

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible.

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

If examinee has defective vision, should he wear corrective glasses while operating a motor vehicle? ☐ Yes ☐ No

67-109100-369
ENCLOSURE

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

3. Examinee's frame is ☐ small ☐ medium ☒ large
4. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
5. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

b6
b7C


 25 Aug 61
 (Date)

October 6, 1961

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

During the past several months errors were detected in a number of outgoing communications which had been approved by you. It is essential that Bureau correspondence be entirely free of error and these repeated mistakes on your part indicate that you were careless.

Henceforth, you will be expected to discharge your responsibilities with a greater degree of alertness and thoroughness so that it will not again be necessary to criticize you in this manner.

HNB:sas *sas*
(5)

Very truly yours,

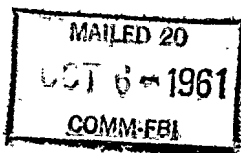
1 - Mr. DeLoach (Personal Attention) J. Edgar Hoover
1 - Crime Records Division
Personnel File

John Edgar Hoover
Director

Based on memo M. A. Jones to Mr. DeLoach 10/4/61, MAJ:njs.

Re: 10

Alson	_____
Belmont	_____
Chase	_____
Callahan	_____
Conrad	_____
DeLoach	_____
Felt	_____
Gale	_____
Rosen	_____
Sullivan	_____
Tavel	_____
Trotter	_____
Tele. Room	_____
Holmes	_____
Gandy	_____



MAIL ROOM ☒ TELETYPE UNIT ☐

February 6, 1962

PERSONAL

Dear Mr. Jones:

I note that you are celebrating your Twenty-third Anniversary with the FBI and I do want to add my congratulations and best wishes to those you will be receiving on this occasion. I am proud to number you among my associates and I hope that this day and all those that follow will be as rewarding as those that have passed.

With every good wish,

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

SENT FROM D. O.	
TIME	8:40 AM
DATE	2-6-62
BY	Roll

Tolson _____
Belmont _____
Mohr _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Malone _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Ingram _____
Gandy _____

REC-142

67-111-370
SEARCHED _____ INDEXED _____
1 FEB 6 1962

JEH:eh
Anniversary 2-6 (Tuesday)

MAIL ROOM ☐ TELETYPE UNIT ☐

45

1. Agency and organizational designations FBI, U. S. DEPT. OF JUSTICE		2. Payroll period	3. Block No.	4. Slip No.
5. Employee's name (and social security account number when appropriate) 13063 MR. MILTON A. JONES (Chief of the Crime Research Section)		6. Grade and salary SA SUPERVISORY GS 16 \$15,775		

PAYROLL CHANGE DATA

	BASE PAY	OVERTIME	GROSS PAY	RET.	FEDERAL TAX	BOND	F.I.C.A.	STATE TAX	GROUP LIFE INS.	NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										

10. Remarks:	11. Appropriation(s)	12. Prepared by
		13. Audited by

☒ Periodic step-increase ☐ Pay adjustment ☐ Other step-increase

14. Effective date 12-10-61	15. Date last equivalent increase 6-1-60	16. Old salary rate \$15,515	17. New salary rate \$15,775	18. Performance rating is satisfactory or better. E. Jones (Signature or other authentication)
---------------------------------------	--	--	--	---

19. LWOP data (Fill in appropriate spaces covering LWOP during following periods):

61 NOT RECORDED

Check applicable box in case of excess LWOP
☒ In pay status at end of waiting period.
☐ In LWOP status at end of waiting period.

mbh Initials of Clerk

STANDARD FORM NO. 1126-6
 6 GAO 8000
 1126-507
DEC 12 1961

PAYROLL CHANGE SLIP - PERSONNEL COPY

3/06

Mr. Tolson	✓
Mr. Belmont	
Mr. Mohr	
Mr. Callahan	
Mr. Conrad	
Mr. DeLoach	
Mr. Evans	
Mr. Malone	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Trotter	
Tele. Room	
Mr. Ingram	
Miss Gandy	

February 6, 1962

Mr. John Edgar Hoover
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

It was a real pleasure to receive your note of February 6th concerning my 23rd Anniversary with the FBI. I know of no occupation which could have been more satisfying or pleasant over the years than working for the Bureau under your guidance. It is my sincere hope that the Bureau can continue under your leadership for many years to come.

Sincerely,

Milton A. Jones

Milton A. Jones

no reply

REC-145
FEB 8 4 11 PM '62

REC-145

67-109106-371	
Searched	Numbered
4 FEB 7 1962	

FEB 8 1 11 PM '62

1 FEB 16 1962

**FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE**

REPORT OF PERFORMANCE RATING

*Robert Hamilton
Raymond Sampson*

Name of Employee: MILTON A. JONES

Where Assigned: Crime Records Division Crime Research Section
(Division) (Section, Unit)

Official Position Title: Special Agent - Chief, Crime Research Section

Rating Period: from 4/1/61 to 3/31/62

ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent; Satisfactory, Unsatisfactory

Employee's
Initials

MAJ

Rated by: C. D. DeLoach Assistant Director
Signature Title Date

241.8

Reviewed by: _____
Signature Title Date

Rating Approved by: *M. P. Callahan* Assistant Director MAY 23 1962
Signature Title Date

TYPE OF REPORT

REC-136

- (x) Official
(x) Annual

67-109106-3712
Administrative Numbered 37
() 60-Day
(=) 90-Day
APR 23 1962

- () Transfer
() Separation from Service
() Special

3/10/62

#38

8 APR 30 1962

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

APR 27 1992

Pls - under 4 - 23 - 62 - 1

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. JonesTitle Special AgentRating Period: from 4/1/61 to 3/31/62

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared; Rate items as follows:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- + (1) Personal appearance.
E (2) Personality and effectiveness of his personal contacts.
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).
+ (4) Physical fitness (including health, energy, stamina).
+ (5) Resourcefulness and ingenuity.
+ (6) Forcefulness and aggressiveness as required.
+ (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.
+ (8) Initiative and the taking of appropriate action on own responsibility.
+ (9) Planning ability and its application to the work.
+ (10) Accuracy and attention to pertinent detail.
+ (11) Industry, including energetic, consistent application to duties.
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.
0 (14) Technical or mechanical skills.
0 (15) Investigative ability and results:
 - 0 (a) Internal security cases
 - 0 (b) Criminal or general investigative cases
 - 0 (c) Fugitive cases
 - 0 (d) Applicant cases
 - 0 (e) Accounting cases0 (16) Physical surveillance ability.

- E (17) Firearms ability.
0 (18) Development of informants and sources of information.
+ (19) Reporting ability:
 - 0 (a) Investigative reports
 - 0 (b) Summary reports
 - + (c) Memos, letters, wires
 (Consider: + conciseness; + clarity; + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; + administrative detail.)
0 (20) Performance as a witness.
+ (21) Executive ability:
 - + (a) Leadership
 - + (b) Ability to handle personnel
 - + (c) Planning
 - + (d) Making decisions
 - + (e) Assignment of work
 - + (f) Training subordinates
 - + (g) Devising procedures
 - + (h) Emotional stability
 - + (i) Promoting high morale
 - + (j) Getting results0 (22) Ability on raids and dangerous assignments:
 - 0 (a) As leader
 - 0 (b) As participant+ (23) Organizational interest, such as making of suggestions for improvement.
+ (24) Ability to work under pressure.
0 (25) Miscellaneous. Specify and rate:
 - 0 Dictation ability

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Section Chief - Crime Research SectionB. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 D. 1. Has employee had an abnormal sick leave record during rating period? NO 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? NO (If answer to either question is "Yes," explain in narrative comments.)
 E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING:

EXCELLENT

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

MAJ

April 18, 1962

MILTON A. JONES

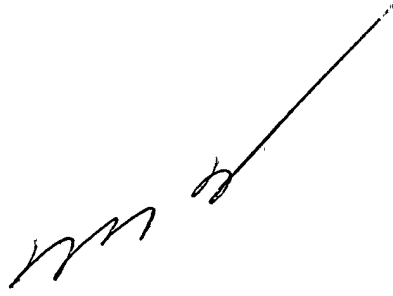
Special Agent - Section Chief
Crime Research Section
Crime Records Division

PART I GENERAL COMMENTS:

Mr. Jones is a Section Chief of long standing. He makes an outstanding personal appearance. He has a keen analytical mind. His ability to work under pressure in an industrious, conscientious and loyal manner is admirable. His men respect him. He is firm and insistent upon good discipline, however, is very fair minded in dealing with personnel. In addition, this Agent himself is amenable to discipline and extends absolute cooperation. He has had only 8 hours of sick leave since the last rating period.

Mr. Jones has received two letters of censure during the rating period. The first was for an error in an outgoing letter. The second concerned the review of 10 outgoing communications over a period of several months. Considering the tremendous volume of communications reviewed by this Section Chief, this dereliction is considered to be minor indeed. It is a pleasure to work with this Section Chief. He has an excellent sense of timing and his enthusiasm pays dividends in the promotion of suggestions, ideas and high morale of the personnel under his supervision.

This Section Chief is definitely entitled to a rating of "Excellent."



PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

N. A.

2. Experience and Ability as Inspector's Aide

Mr. Jones is qualified as an Inspector's Aide; however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Programs

N. A.

4. Testifying Experience and Ability

NA.

5. Disciplinary Action

Mr. Jones has received two letters of censure during the rating period.

6. Accounting Information

N. A.

7. Police Instruction

Mr. Jones appears before In-Service Seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training

N. A.

9. Resident Agents

N. A.

10. Foreign Language Ability

N. A.



11. Administrative Advancement

Is Agent (a) interested in (Yes X No), (b) completely available for (Yes X No), and (c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? (Yes X No). (d) If answer to (c) is "Yes," would you consider his qualifications very good , excellent X, outstanding . (e) If answer to (c) is "No," does he have potential for future administrative advancement? (Yes No).

YMM

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

March 14, 1962

I certify that I have ~~received~~ the following Government property for official use:
returned

⁴⁵¹
Room Keys 4237;
4238¹²⁰ (2); 4232⁵⁷; 5348⁵⁰⁷; ~~5630~~;
master Key 4th floor Justice. 201

5630 - assigned to Fulton

FILE

3-M

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY.

9 JAN 31 1963

Very truly yours

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

40

67-

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

March 12, 1962

I certify that I have ~~received~~ the following Government property for official use:
returned

Keys to Rooms

4246 ✓

4248 ✓

4704 ✓

4244 ✓

4238 ✓

4258 ✓

4242 ✓

4228 ✓

4th Floor Master Key ✓

4240 ✓

4260 ✓

4236 ✓

4262 ✓

4234 ✓

4706 ✓

FILE

3-M

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

Very truly yours, PER *[Signature]*

(Written Signature)

Milton A. Jones

(Typed Signature)

Milton A. Jones

67-NOV 11 1962

9 JAN 3 1963

40

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

March 12, 1962

I certify that I have ~~received~~ the following Government property for official use:
returned

Room Key 4260 ✓ ✓

FILE

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when has been completed.
DO NOT MARK OR WRITE MUTILATE IT IN

Very truly yours,

PE

(Written
Signature)

M. A. Jones

(Typed
Signature)

M. A. JONES

67-NOT RECORDED

9 MAR 28

(51)



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

MAR 21 1962

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON R. JONES
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name <u>Jannie M. Jones</u>	Relationship <u>Wife</u>	Date <u>3-7-62</u>
Address <u>6911 Alpine Drive Annandale Va</u>		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name <u>Jannie M. Jones</u>	Relationship <u>Wife</u>	Date <u>3/7/62</u>
Address <u>6911 Alpine Drive Annandale Va</u>		

Very truly yours,

Milton R. Jones
Special Agent

35
67-NO

RECORDED

June 14, 1962

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I want to commend you for your valuable and skillful services in connection with the preparation of a television program concerning the FBI which is to be shown in the fall.

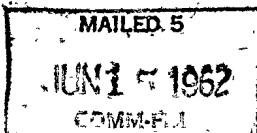
You were very effective in assisting in making arrangements for shooting sequences at the Seat of Government and, in addition, your thoroughness and diligence in participating in the review of a great deal of material relative to the production were of the highest caliber. I am indeed appreciative of your splendid contributions to this project.

b6
b7c

Sincerely yours,

J. Edgar Hoover

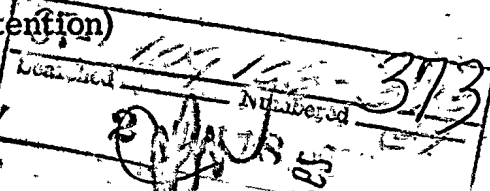
JUN 14 4 33 PM '62
REC'D-READING ROOM
FBI



1 - Mr. DeLoach (Personal Attention)

Re: "FBI Code 98."

1 - Miss [redacted] (Sent Direct)



CMT:afh
(5)
67-109106

REC-132

Based on memo DeLoach to Mohr, 6-12-62, and addendum Administrative Division 6-13-62.

Tolson _____
Belmont _____
Mohr _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Malone _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

Name: MILTON A. JONES

Title: SPECIAL AGENT

EOD: 2-6-39

Grade: GS-16, \$15,775

NON-VETERAN

Loach
ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is serving as the Section Chief of the Crime Research Section of the Crime Records Division and he has served in this capacity since 1944. Mr. Jones is a very hard worker and is able to operate under a great deal of pressure. He is a firm disciplinarian and he operates smoothly as an administrator. His wealth of experience makes him a definite plus value to this Division and he is able to pass this experience and knowledge on to those whom he administers. He presents an excellent appearance, is amenable to discipline and has a very good attitude towards his work and associates. Since the last inspection, he has been censured twice, once in regard to a mistake on a mailing list card and the other time as the result of review errors over a seven-month period. Ten nonsubstantive errors were detected in that period. No letters of commendation.

Rating: Excellent

JRP
CB INSPECTOR J. K. PONDER:
(CB;wmj 5/29/62)

Inspector concurs with the comments of Mr. DeLoach. Mr. Jones has occupied his present position of Section Chief for a

number of years. Close observation of Mr. Jones and his supervision of operations under his control disclosed he is exceptionally knowledgeable and extremely capable. His extended experience is reflected in his ability to allocate, control and firmly supervise an unusual diversity of assignments and responsibilities. Mr. Jones not only displays an enthusiasm to discharge his responsibilities in a thoroughly capable fashion but influences his subordinates to the extent that they uniformly emulate his attitude. Mr. Jones is a completely loyal employee who desires and is available for administrative advancement. His weight is within the desirable limits and it is the Inspector's opinion that Mr. Jones has good potential for administrative advancement.

CRIME RECORDS DIVISION INSPECTION
5-25-62
CDD:geg

67-NOT RECORDED
2 JUN 12 1962

R-94

2 JRP
3 - HED

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

5-7-62

I certify that I have received the following Government property for official use:

~~returned~~

Fourth Floor Master Key ✓✓

FILE

3-M

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY. 67-101-10000

Very truly yours, PER san

(Written
Signature)

Milton A. Jones

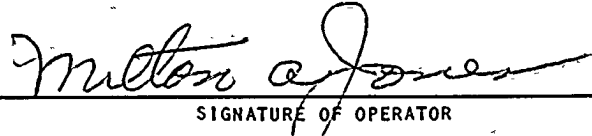
(Typed
Signature)

Milton A. Jones


2 NOV 15 1962 42

PAST SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL) JONES MILTON A.		DATE 5-1-62
DIVISION AND SECTION ASSIGNED Cr Rec Div, Crime Research Section		POSITION TITLE Special Agent
THIS IS TO CERTIFY THAT I PRESENTLY <input checked="" type="checkbox"/> HOLD <input type="checkbox"/> DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.		
PERMIT ISSUED BY: (STATE, TERRITORY POSSESSION, DISTRICT) State of Va.	PERMIT NUMBER 4A469509	PERMIT EXPIRES 1-31-64
THIS IS AN <u>UNRESTRICTED</u> (RESTRICTED) PERMIT. (IF RESTRICTED, EXPLAIN BELOW) (STRIKE OUT ONE)		
THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY <u>10,000</u> MILES. DURING THIS TIME (A) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.		
* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.		 SIGNATURE OF OPERATOR

TO BE FILLED IN BY REVIEWING OFFICIAL

NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL) C. D. DeLoach		POSITION TITLE Assistant Director	DATE MAY 10 1962
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:			
<input checked="" type="checkbox"/> CONTINUOUS SAFE DRIVING RECORD <input type="checkbox"/> INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **			
I CERTIFY THAT THIS EMPLOYEE IS:			
<input checked="" type="checkbox"/> QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS. <input type="checkbox"/> NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.			
REMARKS:			
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> 67-NOT RECORDED 3 MAY 23 1962 </div>			
** "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.		 (SIGNATURE OF REVIEWING OFFICIAL)	

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Mohr

DATE: 6-12-62

FROM : C. D. DeLoach

SUBJECT: "FBI CODE 98"
WARNER BROTHERS
TV SPECTACULAR

Tolson	_____
Belmont	_____
Mohr	_____
Callahan	_____
Conrad	_____
DeLoach	_____
Evans	_____
Malone	_____
Rosen	_____
Sullivan	_____
Tavel	_____
Trotter	_____
Tele. Room	_____
Holmes	_____
Gandy	_____

SUBJECT: "FBI CODE 98"

WARNER BROTHERS
TV SPECTACULAR

Jones, M. A. Howard A.

This morning, it was our privilege to present for the Director and Mr. Tolson the Bureau's television spectacular, "FBI Code 98." This production is literally spectacular in presenting the FBI dramatically and interestingly to the public view, and in its story line and character portrayals should rate among the best television fare of the year. It will be presented on a nationwide basis on television this fall.

A great measure of the outstanding success of this television film is due to the personal finesse and outstanding ability of Inspector Edward C. Kemper who represented the Bureau's interest in the making and production. There is attached hereto a recommended incentive award for Inspector Kemper for his splendid contributions to this success story.

b6
b7C

In addition to Kemper, Special Agents M. A. Jones, [redacted] and [redacted] of the Crime Research Section contributed to an extent which merits commendation.

Mr. Jones, Section Chief of the Crime Research Section, afforded valuable advice and assistance in connection with the arrangements for shooting at the Seat of Government and in regard to the voluminous and comprehensive file review project necessary in relation to the proposed members of the cast of the production.

[redacted] contributed his technical knowledge and ability in arranging details connected with the shooting of script sequences in Washington, D. C., in connection with "lining up" appropriate personnel for use in the filming, and in selecting and obtaining accurate and needed "props" in this phase of the production. In this respect, [redacted] Warner Brothers producer, and [redacted] Warner Brothers [redacted] of the production personally complemented SA [redacted] for his professional demeanor and excellent judgment "on the job."

b6
b7C

The extremely heavy volume of name checks required under very close deadlines for this project was handled by the Special Productions Unit of the Crime Research Section under the supervision of Unit Chief [redacted] and with the

Enclosure 6-15-62

1 - Mr. Callahan

CDD:kmd JUL 3 1962

REC-132

JUN 27 1962

Numbered

9 JUN 28 1962

PERS. REG. UNIT

See Addendum Administrative Division page 2a.

ORIGINAL FILED IN 94-56621-84

REC-15

94-56621-84

b6
b7C
OVER

DeLoach to Mohr Memo
RE: "FBI CODE 98"

b6
b7C

assistance of SAs [] and [] While the production was being made in Hollywood, daily teletype requests for name checks were made to the Crime Research Section and required answers on the next day. This responsibility was discharged in an outstanding manner by these three supervisors whose efforts assisted greatly in the accurate and prompt production.

RECOMMENDATIONS:

(1) That the attached incentive award in the amount of \$500 be approved for Inspector Edward C. Kemper for his outstanding contributions to the Bureau's television spectacular, "FBI Code 98."

b6
b7C

(2) That Special Agents M. A. Jones, []
[] be commended for their contributions to the Bureau's television spectacular, "FBI Code 98."

AM *Dulir*

(over)

ADDENDUM ADMINISTRATIVE DIVISION RRB:bjb^{ESP} 6-13-62

Information submitted by Crime Records Division clearly reflects Inspector Kemper did an outstanding job in handling the many facets of this undertaking and his services warrant special recognition.

BUREAU RECORD

EOD 8-25-41; GS-16, \$15,515. Services generally satisfactory and during past 3 years has been commended 15 times and censured 4. Completely available; overtime for past 6 months satisfactory and rated Excellent on 1962 annual performance rating.

PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED

Based upon approved tables utilized to determine amount of award to be granted, Inspector Kemper's services are considered to be of moderate value and general application to the work of the Bureau, thus entitling him to an award of \$300 - \$500.

With respect to fine work performed by Section Chief Jones, and SAs it is felt each should be commended.

b6
b7C

RECOMMENDATIONS:

1) That Inspector Edward C. Kemper be afforded an incentive award in the amount of \$500 00. (Amount in line with awards previously granted for similar performances.)

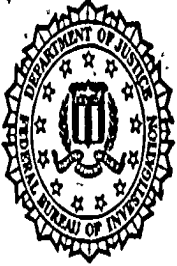
*Incentive Award
Letter 6-14-62
[Signature]*

b6
b7C

2) That Milton A. Jones,

each be commended by letter.

RR *Done 6-14-62* *CRD* *[Signature]* *✓* *mm 6/13* *GR*



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

JUL 30 1962

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON A JONES
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

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Name	Relationship	Date
Fannie M. Jones	wife	7/24/62
Address		
6911 Alpine Drive Annandale Va		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name	Relationship	Date
Fannie M. Jones	wife	7/24/62
Address		
6911 Alpine Drive Annandale Va		

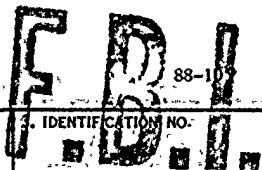
Very truly yours,

Milton A Jones
Special Agent

67-NOT RECORDED
1 AUG 28 1962

B. Jones

REPORT OF MEDICAL EXAMINATION



1. LAST NAME—FIRST NAME—MIDDLE NAME JONES MILTON ANKERS		2. GRADE AND COMPONENT OR POSITION FRD ST		3. IDENTIFICATION NO. 88-109106-3575	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) 6911 Alpine Dr., Annandale, VA		5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 8-6-62	
7. SEX M	8. RACE W	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY _____	
11. ORGANIZATION, UNIT _____		12. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN Jannie M. Jones 6911 Alpine Dr. Annandale, VA - wife		13. DATE OF BIRTH 1-24-13	
14. PLACE OF BIRTH Morrisville, Ky		15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS WVHC		16. OTHER INFORMATION _____	
17. RATING OR SPECIALTY _____		TIME IN THIS CAPACITY (Total) _____		LAST SIX MONTHS _____	

CLINICAL EVALUATION		
NOR- MAL	(Check each item in appropriate column; enter "NE" if not evaluated.)	ABNOR- MAL
	18. HEAD, FACE, NECK, AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
NE	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Thrust, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Varicosities, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	
	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
	33. ENDOCRINE SYSTEM	
	34. G-U SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	X
	41. NEUROLOGIC (Equilibrium tests under item 72)	
	42. PSYCHIATRIC (Specify any personality deviation)	
	43. PELVIC (Females only) (Check how done) <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number, before each comment. Continue in item 73 and use additional sheets if necessary.)

ENCLOSURE att
callous, plantar, rt ft. NCD

*Has had some soreness & stiffness
l. shoulder & elbow past 2-3 mos.
Range of motion normal. NCD
-Call for eval. if nec.
(Continue in item 73)*

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.) O—Restorable teeth —Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES <i>coris as noted</i>
45. URINALYSIS: A. SPECIFIC GRAVITY 1.024 B. ALBUMIN Neg. C. SUGAR Neg. 47. SEROLOGY (Specify test used and result) Neg. 48. EKG WNL 49. BLOOD TYPE AND RH FACTOR WNL		
46. CHEST X-RAY (Place, date, film number and result) 16332-62 Normal 1 AUG 29 1962		
50. OTHER TESTS		

8710 SEP 4 1962

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 73	52. WEIGHT 190	53. COLOR HAIR Lt br & Gr	54. COLOR EYES Blue	55. BUILD: <input type="checkbox"/> SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> H HEAVY <input type="checkbox"/> OBESE	56. TEMPERATURE 99
-------------------------	--------------------------	---	-------------------------------	--	------------------------------

57. BLOOD PRESSURE (Arm at heart level)				58. PULSE (Arm at heart level)			
A. SITTING	SYS. 118	B. RECUMBENT	SYS. 76	A. SITTING	B. AFTER EXERCISE	C. 2 MIN. AFTER	D. RECUMBENT
	DIAS. 76		DIAS. 76	88			

59. DISTANT VISION		60. REFRACTION		61. 75 NEAR VISION	
RIGHT 20/ 20	CORR. TO 20/ 20	BY lms	S. OX	CORR. TO 20/6	BY lms
LEFT 20/ 40	CORR. TO 20/ 20	BY lms	S. OX	CORR. TO 20/6	BY lms

62. HETEROPHORIA (Specify distance)		ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CT	PC	PD
-------------------------------------	--	-----	-----	-------	-------	------------	----------------	----	----

63. ACCOMMODATION	64. COLOR VISION (Test used and result)	65. DEPTH PERCEPTION (Test used and score)	UNCORRECTED
RIGHT LEFT	AOC-1940 18/18		CORRECTED

66. FIELD OF VISION	67. NIGHT VISION (Test used and score)	68. RED LENS TEST	69. INTRAOCULAR TENSION
---------------------	--	-------------------	-------------------------

70. HEARING	71. AUDIOMETER	72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)
RIGHT WV 15 /15 SV 15 /15	250 256 500 512 1000 1024 2000 2048 3000 3096 4000 4096 6000 6144 8000 8192	
LEFT WV 15 /15 SV 15 /15	RIGHT	
	LEFT	

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)	76. A. PHYSICAL PROFILE					
	P	U	L	H	E	S

77. EXAMINEE (Check)	b6 b7C	B. PHYSICAL CATEGORY			
A. <input checked="" type="checkbox"/> IS QUALIFIED FOR B. <input type="checkbox"/> IS NOT QUALIFIED FOR		A	B	C	E

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER	A	B	C	E
---	---	---	---	---

79. TYPED OR PRINTED NAME OF PHYSICIAN

80. TYPED OR PRINTED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE	NUMBER OF ATTACHED SHEETS
-----------	---------------------------

REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

F.B.I.
89-10

1. LAST NAME—FIRST NAME—MIDDLE NAME JONES MILTON ANKERS		2. GRADE AND COMPONENT OR POSITION 7P7 57		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) 6911 Alpine Dr, Annandale, Va		5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 8-6-61	
7. SEX M	8. RACE W	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY	
11. ORGANIZATION UNIT		12. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN			
13. DATE OF BIRTH 1-24-13		14. PLACE OF BIRTH Monticello, Ky			
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS				16. OTHER INFORMATION	

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

very good

mt

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE?		
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	RELATION(S)
FATHER	76	fair			<input checked="" type="checkbox"/>	<input type="checkbox"/>	male
MOTHER	82	fair			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
SPOUSE	48	good			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
BROTHERS	51	good			<input checked="" type="checkbox"/>	<input type="checkbox"/>	uncle
AND	47	good			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
SISTERS	41	good			<input checked="" type="checkbox"/>	<input type="checkbox"/>	male
CHILDREN	19	good			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	17	good			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	13	good			<input checked="" type="checkbox"/>	<input type="checkbox"/>	
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD TUBERCULOSIS
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD SYPHILIS
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD DIABETES
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD CANCER
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD KIDNEY TROUBLE
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD HEART TROUBLE
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD STOMACH TROUBLE
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD RHEUMATISM (Arthritis)
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD ASTHMA, HAY FEVER, HIVES
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAD EPILEPSY (Fits)
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	COMMITTED SUICIDE
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	BEEN INSANE

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)

YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SCARLET FEVER, ERYSIPELAS	<input type="checkbox"/>	<input type="checkbox"/>	GOITER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TUMOR, GROWTH, CYST, CANCER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	"TRICK" OR LOCKED KNEE
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DIPHTHERIA	<input type="checkbox"/>	<input type="checkbox"/>	TUBERCULOSIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RUPTURE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	FOOT TROUBLE
<input checked="" type="checkbox"/>	<input type="checkbox"/>	RHEUMATIC FEVER	<input type="checkbox"/>	<input type="checkbox"/>	SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	APPENDICITIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NEURITIS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SWOLLEN OR PAINFUL JOINTS	<input type="checkbox"/>	<input type="checkbox"/>	ASTHMA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PARALYSIS (Inc. infantile)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	MUMPS	<input type="checkbox"/>	<input type="checkbox"/>	SHORTNESS OF BREATH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPILEPSY OR FITS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	WHOOPING COUGH	<input type="checkbox"/>	<input type="checkbox"/>	PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>	<input type="checkbox"/>	KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CAR, TRAIN, SEA, OR AIR SICKNESS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	FREQUENT OR SEVERE HEADACHE	<input type="checkbox"/>	<input type="checkbox"/>	CHRONIC COUGH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	FREQUENT TROUBLE SLEEPING
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DIZZINESS OR FAINTING SPELLS	<input type="checkbox"/>	<input type="checkbox"/>	PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>	<input type="checkbox"/>	BOILS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	FREQUENT OR TERRIFYING NIGHTMARES
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EYE TROUBLE	<input type="checkbox"/>	<input type="checkbox"/>	HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	VENEREAL DISEASE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DEPRESSION OR EXCESSIVE WORRY
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EAR, NOSE OR THROAT TROUBLE	<input type="checkbox"/>	<input type="checkbox"/>	CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	LOSS OF MEMORY OR AMNESIA
<input checked="" type="checkbox"/>	<input type="checkbox"/>	RUNNING EARS	<input type="checkbox"/>	<input type="checkbox"/>	FREQUENT INDIGESTION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>	<input type="checkbox"/>	BED WETTING
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CHRONIC OR FREQUENT COLDS	<input type="checkbox"/>	<input type="checkbox"/>	STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NERVOUS TROUBLE OF ANY SORT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEVERE TOOTH OR GUM TROUBLE	<input type="checkbox"/>	<input type="checkbox"/>	GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>	<input type="checkbox"/>	LAMENESS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ANY DRUG OR NARCOTIC HABIT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SINUSITIS	<input type="checkbox"/>	<input type="checkbox"/>	JAUNDICE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EXCESSIVE DRINKING HABIT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	HAY FEVER	<input type="checkbox"/>	<input type="checkbox"/>	ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>	<input type="checkbox"/>	HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)

<input checked="" type="checkbox"/>	WORN GLASSES	<input checked="" type="checkbox"/>	ATTEMPTED SUICIDE
<input checked="" type="checkbox"/>	WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>	BEEN A SLEEP WALKER
<input checked="" type="checkbox"/>	WORN HEARING AIDS	<input checked="" type="checkbox"/>	LIVED WITH ANYONE WHO HAD TUBERCULOSIS
<input checked="" type="checkbox"/>	SPUTTERED OR STAMMERED	<input checked="" type="checkbox"/>	COUGHED UP BLOOD
<input checked="" type="checkbox"/>	WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>	bled excessively after injury or tooth extraction

22. FEMALES ONLY; A. HAVE YOU EVER—

<input type="checkbox"/>	BEEN PREGNANT	<input type="checkbox"/>	AGE AT ONSET OF MENSTRUATION
<input type="checkbox"/>	HAD A VAGINAL DISCHARGE	<input type="checkbox"/>	INTERVAL BETWEEN PERIODS
<input type="checkbox"/>	BEEN TREATED FOR A FEMALE DISORDER	<input type="checkbox"/>	DURATION OF PERIODS
<input type="checkbox"/>	HAD PAINFUL MENSTRUATION	<input type="checkbox"/>	DATE OF LAST PERIOD
<input type="checkbox"/>	HAD IRREGULAR MENSTRUATION	<input type="checkbox"/>	QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY

23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?

one

24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS

25. WHAT IS YOUR USUAL OCCUPATION?

26. ARE YOU (Check one)

☐ RIGHT HANDED ☐ LEFT HANDED

ENCLOSURE

67-109106-375

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
<input checked="" type="checkbox"/>		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	<input checked="" type="checkbox"/>	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

Chicken pox and Typhoid fever (1933)

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

MILTON A JONES

Milton A Jones

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

NCD

b6
b7c

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINEE

DATE

8/6/62

NUMBER OF ATTACHED SHEETS

PRINTING OFFICE 1959-O-527655

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee JONES MILTON ANKERS
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in each ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

If examinee has defective vision, should he wear corrective glasses while operating a motor vehicle? ☐ Yes ☐ No

67-10911-375

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

REC'D - ADMIN. DIV.
FBI
Aug 24 9 08 AM '82

3. Examinee's frame is ☐ small ☐ medium ☒ large
4. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
5. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

b6
b7C

Remarks: _____

(Signature of Medical Examiner)

(Date)

8-6-6✓

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

September 19, 1962

I certify that I have received the following Government property for official use:
returned

Copy # 11 of Training Document # 63, "Investigation of Sex Crimes, Volume I"

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
~~DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN~~

67-1103-1101
11 SEP 21 1962
59

FILE

3-M

Very truly yours,

PER ian

(Written
Signature)

M. A. Jones / jk

(Typed
Signature)

M. A. Jones

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

8-13-62

I certify that I have received the following Government property for official use:

~~returned~~

Monograph of "FBI Research and Writing" ✓

60 H Copy 20

FILE
3-M

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

6 AUG 28 1962

PER *[Signature]*

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

Milton A. Jones

February 6, 1963

PERSONAL

Dear Mr. Jones:

It gives me a great deal of pleasure to extend my congratulations and best wishes to you on your Twenty-fourth Anniversary in the FBI. Throughout the years you have displayed your loyalty and dedication to the service, which I appreciate very much, and I hope the Bureau will have the benefit of your services for many years to come.

With best regards,

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

REC-137

67-109106-376
1 FEB 6 1963

Anniversary - 2/6 - Wednesday

JEH:edm:hew (3)
hew

SENT FROM D. O.
TIME 9:00 AM
DATE 2-6-63
BY *[initials]*

Tolson _____
Belmont _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

8 FEB 8 1963

MAIL ROOM ☐ TELETYPE UNIT ☐

1. Agency and organizational designations FBI		2. Payroll period	3. Block No.	4. Slip No.
5. Employee's name (and social security account number when appropriate) #13668 MR. MILTON A. JONES SUPV. SA (Chief of Crime Research Section)		6. Grade and salary GS 16 Step 4 \$17,500		

PAYROLL CHANGE DATA

	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F. I. C. A.	STATE TAX	GROUP LIFE-INS.	HEALTH BENEFITS		NET PAY
7. Previous normal													
8. New normal													
9. Pay this period													

10. Remarks: Work is of an acceptable level of competence.	11. Appropriation(s)	12. Prepared by
		13. Audited by

<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase				
14. Effective date 12-9-62	15. Date last equivalent increase 12-10-61	16. Old salary rate \$17,000	17. New salary rate \$17,500	18. Performance rating is satisfactory or better. [Signature] (Signature or other authentication)
19. LWOP data (fill in appropriate spaces covering LWOP during following period(s)) <input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP. NO EXCESS				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period. sdm Initials of Clerk

(Field Office or Division)

Cr. Rec. Div

(Date)

11-28-62

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

In continuing my employment in the Federal Bureau of Investigation, United States Department of Justice, I hereby agree that I will be governed by the following provisions.

1. That the strictly confidential character of any and all information secured by me or coming to my attention in connection, directly or indirectly, with my work as an employee of this Bureau, or the work of other employees of which I may become cognizant, is fully understood by me; and that neither during my tenure of service with the Federal Bureau of Investigation, nor at any time, will I violate this confidence nor will I divulge any information of any kind or character whatsoever that may become known to me to persons not officially entitled thereto, recognizing applicability to me of penalty provisions in case of any violation by me.
2. That information referred to in Item 1 above includes but is by no means limited to information in the interests of the defense of the United States marked "Top Secret," "Secret," or "Confidential," and that Department of Justice regulations provide specifically for penalty applicable to me for any violation of Executive Order 10501, the basic authority for safeguarding such information, as follows: "Any officer or employee who violates any provision of Executive Order No. 10501, as amended, or of these regulations shall be subject to appropriate disciplinary action. Prompt and stringent administrative action shall be taken against any officer or employee determined to have been knowingly responsible for any release or disclosure of classified defense information or material except in the manner authorized by these regulations. Whenever a violation of criminal statutes may be involved in a deliberate unauthorized release or disclosure of classified defense information, criminal prosecution, in an appropriate case, shall also be instituted."

I further certify that the conditions specified herein are agreeable to me, and that I continue as an employee of the Federal Bureau of Investigation with a full knowledge of the conditions above set forth.

Very truly yours,

Milton A. Jones
(Signature and Title of Position)
Special Agent

67-NOT RECORDED
7 DEC 10 1962

42

2/12/62



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

OCT 1 1962

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

RE: SA MILTON R. JONES
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10; payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name (primary beneficiary)	Relationship	Date
Fannie M. Jones	Wife	9/26/62
Address		
6911 Albright Drive Annandale Va		
Name (contingent)	Relationship	Date
[Redacted]	[Redacted]	9/26/62
Address		
6911 Albright Drive Annandale, Va		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary)	Relationship	Date
Fannie M. Jones	Wife	9/26/62
Address		
6911 Albright Drive Annandale Va		
Name (contingent)	Relationship	Date
[Redacted]	[Redacted]	9/26/62
Address		
6911 Albright Drive Annandale Va		

Very truly yours,

67-NOT RECORDED
7 OCT 26 1962

74

Milton R. Jones
Special Agent
3-1111

Mr. Tolson	✓
Mr. Belmont	✓
Mr. Mohr	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	✓
Mr. DeLoach	✓
Mr. Evans	✓
Mr. Gale	✓
Mr. Rosen	✓
Mr. Sullivan	✓
Mr. Tavel	✓
Mr. Trotter	✓
Tele. Room	✓
Miss []	✓
Miss Gandy	✓

February 6, 1963 b6
b7C

Honorable John Edgar Hoover
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

I have your note of February 6th and appreciate
a great deal your congratulations on my Twenty-fourth
Anniversary with the FBI.

Joining the FBI was first mentioned to me
years ago by one of my college professors who expressed
the belief that two years with the organization would give a
young lawyer some "fine experience." Though the two years
have now stretched to twenty-four, the time has gone by
exceedingly fast primarily because of the privilege of working
with an organization which has accomplished so much under
your fine leadership. We all hope that it will be our good
fortune to serve under you for many years to come.

Sincerely yours,

M. A. Jones

M. A. Jones
SECTION CHIEF - CRIME RESEARCH SECTION
CRIME RECORDS DIVISION

REC-146

67-109106-377	
Searched	Numbered
4 FEB 14 1963	

LEG
10 FEB 25 1963 19

FEB 8 3 00 PM '63

FBI
SECTION CHIEF - CRIME RESEARCH SECTION

~~EXP. PROC.~~

FEB 6 1963

3/11/63

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: March 5, 1963

FROM : M. A. Jones ✓

SUBJECT: ERROR PROGRAM

Milton A. Jones

Tolson _____
Belmont _____
Mohr _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Malone _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

During the current error period starting July 8, 1962,
I have been charged with 10 review errors.

RECOMMENDATION:

That this matter be referred to the Administrative
Division for appropriate attention.

*Letter of Censure to Jones
3/7/63
JIC:KAR*

1 - Mr. Callahan

REC-130

MAJ:jo
(3)

5

67-	109106-398
Searched	Numbered
9 MAR 8 1963	

3/Nic

**FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE**

REPORT OF PERFORMANCE RATING

Name of Employee: MILTON A. JONES

Where Assigned: Crime Records Division Crime Research Section
(Division) (Section, Unit)

Official Position Title: Special Agent - Chief, Crime Research Section

Rating Period: from 4/1/62 to 3/31/63

ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's
Initials

Rated by: C. D. DeLoach Assistant Director 4/1/63
Signature Title Date

Reviewed by: _____
Signature Title Date

Rating Approved by: [Signature] Assistant Director APR 26 1963
Signature Title Date

TYPE OF REPORT

(x) Official
(X) Annual

REC-145

67-109106-379	
Searched	Numbered
() 60-Day	4 APR 11 1963
() 90-Day	
() Transfer	
() Separation from Service	
() Special	

1 MAY 1 1963

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

201-751

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones Title Special Agent
 Rating Period: from 4/1/62 to 3/31/63

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

- Rate items as follows:
+ Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

1. "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
2. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - A. Any element rated "Unsatisfactory" must be supported by narrative comments.
 - B. An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- | | |
|---|--|
| <p><u>+</u> (1) Personal appearance.
 <u>E</u> (2) Personality and effectiveness of his personal contacts.
 <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).
 <u>+</u> (4) Physical fitness (including health, energy, stamina).
 <u>+</u> (5) Resourcefulness and ingenuity.
 <u>+</u> (6) Forcefulness and aggressiveness as required.
 <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.
 <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.
 <u>+</u> (9) Planning ability and its application to the work.
 <u>+</u> (10) Accuracy and attention to pertinent detail.
 <u>+</u> (11) Industry, including energetic, consistent application to duties.
 <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
 <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.
 <u>0</u> (14) Technical or mechanical skills.
 <u>0</u> (15) Investigative ability and results:
 ___ (a) Internal security cases
 ___ (b) Criminal or general investigative cases
 ___ (c) Fugitive cases
 ___ (d) Applicant cases
 ___ (e) Accounting cases
 <u>0</u> (16) Physical surveillance ability.</p> | <p><u>E</u> (17) Firearms ability.
 <u>0</u> (18) Development of informants and sources of information.
 <u>+</u> (19) Reporting ability:
 ___ (a) Investigative reports
 ___ (b) Summary reports
 <u>+</u> (c) Memos, letters, wires
 (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.)
 <u>0</u> (20) Performance as a witness.
 <u>+</u> (21) Executive ability:
 <u>+</u> (a) Leadership
 <u>+</u> (b) Ability to handle personnel
 <u>+</u> (c) Planning
 <u>+</u> (d) Making decisions
 <u>+</u> (e) Assignment of work
 <u>+</u> (f) Training subordinates
 <u>+</u> (g) Devising procedures
 <u>+</u> (h) Emotional stability
 <u>+</u> (i) Promoting high morale
 <u>+</u> (j) Getting results
 <u>0</u> (22) Ability on raids and dangerous assignments:
 ___ (a) As leader
 ___ (b) As participant
 <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.
 <u>+</u> (24) Ability to work under pressure.
 <u>+</u> (25) Miscellaneous. Specify and rate:
 ___ Dictation ability _____
 ___ _____
 ___ _____</p> |
|---|--|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Section Chief, Crime Research Section

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
- D. 1. Has employee had an abnormal sick leave record during rating period? no 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? no (If answer to either question is "Yes," explain in narrative comments.)
- E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use, (b) Is physically fit to drive, (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS M A J

April 9, 1963

MILTON A. JONES

Special Agent - Section Chief
Crime Research Section
Crime Records Division

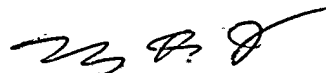
PART I - GENERAL COMMENTS:

Mr. Jones is a Section Chief of long standing. His personal appearance is outstanding in every respect. He works hard. He has a keen analytical mind and the pressure which he is constantly confronted with does not bother him. He serves in an industrious, conscientious and quiet manner. I have noted on many occasions that his employees thoroughly respect him. This Section Chief is amenable to discipline and extends absolute cooperation. He has had seven hours of sick leave during this rating period.

Mr. Jones has received only one letter of censure during this rating period. He was censured for failing to detect errors in outgoing correspondence in ten communications. Considering the tremendous volume of mail he daily reviews, this dereliction is considered to be minor indeed. The Director commended this Section Chief by letter dated June 14, 1962, for his effectiveness in making arrangements, and the thoroughness and diligence he portrayed in handling assignments in connection with the preparation of a television program concerning the FBI.

It is a pleasure to work with this Section Chief. His constant interest in promoting the welfare of the Bureau, his hard work and many sacrifices to carry on the work of the Division certainly reflect an excellent sense of enthusiasm and discipline on his part.

This Section Chief is definitely entitled to the rating of "Excellent."



PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

N. A.

2. Experience and Ability as Inspector's Aide

Mr. Jones is qualified as an Inspector's Aide; however, due to the necessity of his having to remain constantly on his current assignment, he has not been utilized on any inspections during the rating period.

3. Participation in Informant Programs

N. A.

4. Testifying Experience and Ability

N. A.

5. Disciplinary Action

As indicated in Part I, Mr. Jones received one letter of censure during the rating period.

6. Accounting Information

N. A.

7. Police Instruction

Mr. Jones appears before In-Service Seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training

N. A.

9. Resident Agents

N. A.

10. Foreign Language Ability

N. A.

W. A. J.

11. Administrative Advancement

Is Agent (a) interested in (Yes X No ____), (b) completely available for (Yes X No ____), and (c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? (Yes X

No ____). (d) If answer to (c) is "Yes," would you consider his qualifications very good ____, excellent X, outstanding ____.

(e) If answer to (c) is "No," does he have potential for future administrative advancement? (Yes ____ No ____).

M J



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a Committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	3-18-63	Crime Records

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Fannie M. Jones	Wife

Address
6911 Alpine Drive Annandale, Va

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address
6911 Alpine Drive Annandale, Va

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Fannie M. Jones	Wife

Address
6911 Alpine Drive Annandale, Va

Name (primary beneficiary; use given first name if female)	Relationship
[Redacted]	[Redacted]

Address
6911 Alpine Drive Annandale, Va

Very truly yours,

Payment Received
Special Agents Insurance Fund

APR 1 1963

J. Edgar Hoover, Director

Milton A. Jones
Special Agent



LP
3-20-63

March 7, 1963

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

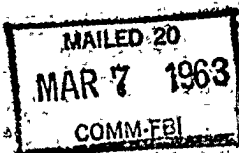
During the past several months you have on a number of occasions failed to detect errors in outgoing correspondence which you reviewed and approved. These failures indicate the necessity on your part of exercising greater care in reviewing such mail.

Accordingly, you should make every effort in the future to eliminate mistakes in correspondence so that there will be no further occasion to call such matters to your attention.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director



1-Mr. DeLoach (Personal Attention)
1-Crime Records Division Personnel File

JIC:kar/cob

(5)

Based on memo, M. A. Jones to Mr. DeLoach, 3/5/63, MAJ:jo

Tolson _____
Belmont _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

MAR 7 3 10 PM '63
FBI
REC'D-READING ROOM

RECEIVED DIRECTOR

REPORT OF MEDICAL HISTORY

FBI
103

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

LAST NAME—FIRST NAME—MIDDLE NAME JONES, MILTON ANKERS		GRADE AND COMPONENT, OR POSITION SA	IDENTIFICATION NO.
HOME ADDRESS (Number, street or RFD, city or town, zone and State)		PURPOSE OF EXAMINATION ANNUAL	DATE OF EXAMINATION 7-16-63
SEX M	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN		10. AGENCY
DATE OF BIRTH 1-24-13		11. ORGANIZATION UNIT	
PLACE OF BIRTH MONTICELLO, KY		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS		16. OTHER INFORMATION	

STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

Excellent

FAMILY HISTORY					HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	87	fair			<input checked="" type="checkbox"/>		HAD TUBERCULOSIS	Uncle
MOTHER	84	fair				<input checked="" type="checkbox"/>	HAD SYPHILIS	
SPOUSE	49	excellent			<input checked="" type="checkbox"/>		HAD DIABETES	Uncle
	51	good			<input checked="" type="checkbox"/>		HAD CANCER	Aunt
BROTHERS	48	good				<input checked="" type="checkbox"/>	HAD KIDNEY TROUBLE	
AND	41	good			<input checked="" type="checkbox"/>		HAD HEART TROUBLE	Uncle
SISTERS						<input checked="" type="checkbox"/>	HAD STOMACH TROUBLE	
						<input checked="" type="checkbox"/>	HAD RHEUMATISM (Arthritis)	
CHILDREN	20	excellent				<input checked="" type="checkbox"/>	HAD ASTHMA, HAY FEVER, HIVES	
	18	excellent				<input checked="" type="checkbox"/>	HAD EPILEPSY (Fits)	
	14	excellent				<input checked="" type="checkbox"/>	COMMITTED SUICIDE	
						<input checked="" type="checkbox"/>	BEEN INSANE	

DO YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)			
YES	NO	(Check each item)	YES
<input checked="" type="checkbox"/>		SCARLET FEVER, ERYSIPELAS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		DIPHTHERIA	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		RHEUMATIC FEVER	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		SWOLLEN OR PAINFUL JOINTS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		MUMPS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		FREQUENT OR SEVERE HEADACHE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		EYE TROUBLE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		EAR, NOSE OR THROAT TROUBLE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		RUNNING EARS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		CHRONIC OR FREQUENT COLDS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		SEVERE TOOTH OR GUM TROUBLE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		SINUSITIS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		HAY FEVER	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		GOITER	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		TUBERCULOSIS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		ASTHMA	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		SHORTNESS OF BREATH	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		CHRONIC COUGH	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		FREQUENT INDIGESTION	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		JAUNDICE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		TUMOR, GROWTH, CYST, CANCER	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		RUPTURE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		APPENDICITIS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		PILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		BOILS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		VENEREAL DISEASE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		LAMENESS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		"TRICK" OR LOCKED KNEE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		FOOT TROUBLE	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		NEURITIS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		PARALYSIS (Inc. infantile)	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		EPILEPSY OR FITS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		CAR, TRAIN, SEA, OR AIR SICKNESS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		FREQUENT TROUBLE SLEEPING	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		FREQUENT OR TERRIFYING NIGHTMARES	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		DEPRESSION OR EXCESSIVE WORRY	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		LOSS OF MEMORY OR AMNESIA	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		BED WETTING	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		NERVOUS TROUBLE OF ANY SORT	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		ANY DRUG OR NARCOTIC HABIT	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		EXCESSIVE DRINKING HABIT	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		HOMOSEXUAL TENDENCIES	<input checked="" type="checkbox"/>

DO YOU EVER (Check each item)		22. FEMALES ONLY: A. HAVE YOU EVER—		B. COMPLETE THE FOLLOWING:	
<input checked="" type="checkbox"/>	WORN GLASSES	<input checked="" type="checkbox"/>	ATTEMPTED SUICIDE	<input checked="" type="checkbox"/>	AGE AT ONSET OF MENSTRUATION
<input checked="" type="checkbox"/>	WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>	BEEN A SLEEP WALKER	<input checked="" type="checkbox"/>	INTERVAL BETWEEN PERIODS
<input checked="" type="checkbox"/>	WORN HEARING AIDS	<input checked="" type="checkbox"/>	LIVED WITH ANYONE WHO HAD TUBERCULOSIS	<input checked="" type="checkbox"/>	DURATION OF PERIODS
<input checked="" type="checkbox"/>	STUTTERED OR STAMMERED	<input checked="" type="checkbox"/>	COUGHED UP BLOOD	<input checked="" type="checkbox"/>	DATE OF LAST PERIOD
<input checked="" type="checkbox"/>	WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>	BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION	<input checked="" type="checkbox"/>	QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?		24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS		25. WHAT IS YOUR USUAL OCCUPATION?	
				26. ARE YOU (Check one) <input type="checkbox"/> RIGHT HANDED <input type="checkbox"/> LEFT HANDED	

ENCLOSURE 67-107163-380

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
<input checked="" type="checkbox"/>		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
<input checked="" type="checkbox"/>		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	<input checked="" type="checkbox"/>	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLD? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

Journals

Typhoid fever (1933)

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

MILTON ANKERS JONES

Milton A Jones

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

Am

b6
b7C

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER

DATE

SIGNATURE

CAPT. MC US

NUMBER OF ATTACHED SHEETS

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee JONES MILTON ANKERS
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in each ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No
If recommendation is based on a factor other than above standard, indicate basis _____

ENCLOSURE

67-109106-380

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

RECEIVED
FBI
JUL 11 1963

3. Examinee's frame is ☐ small ☐ medium ☒ large
4. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
5. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

[Signature]

(Date) 7/16/63

CAPT. MC USN

b6
b7C

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

May 22, 1963

I certify that I have received the following Government property for official use:

~~returned~~

Copy # ³⁰ ~~1~~ of Training Guide #2, "Guidelines for Instructors at SOG"

FILE

3-M

Very truly yours,

PER

(Signature)

(Typed name)

READ
The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

67-NOT RECORDED

6 MAY 28 1963

Milton A. Jones

Name: MILTON A. JONES

Title: SPECIAL AGENT

EOD: 2-6-39

Grade: GS-16, \$17,500

NON-VETERAN

NOT ON PROBATION

D 4/18

ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is the Section Chief of Crime Research Section. He has served in this capacity since 1944. He is a hard, conscientious worker. He has good ability to operate under pressure. He demands and receives respect in the capacity of a firm disciplinarian. This man has a vast wealth of experience which proves of great value to the fast operation of this division. He presents an outstanding appearance, is amenable to discipline and has a very good attitude towards his work. Since the last inspection, he has been censured once for failing to detect errors in outgoing correspondence in ten communications. Considering the tremendous volume of mail he daily reviews, this dereliction is considered to be minor indeed. He was commended by the Director by letter dated June 14, 1962, for his great assistance in the FBI television program, "FBI Code 98." It is a pleasure to work with this Section Chief.

Rating: Excellent

H&H ASSISTANT DIRECTOR J. H. GALE:

(H. E. Hoxie:ejw

4/24/63)

Inspector generally concurs with the observations of Mr. DeLoach. It was observed during the course

of the inspection that Mr. Jones maintains tight control of operations in the Crime Research Section. During interview, he stated that he had no personal or official problems. He indicated that he feels the functions of the Crime Research Section and the entire Crime Records Division are extremely important to the operations of the Bureau and he enjoys being a part of this operation.

Although completely available for any assignment, it is felt that Mr. Jones best serves the Bureau's interests in his present capacity.

67
CRIME RECORDS DIVISION INSPECTION

4-18-63

CDD:geg

67-1001-1000 RECORDED
4 APR 29 1963

67-52 4-18-63 10 JH
DIA 3 Jic

#8
REPORT OF MEDICAL EXAMINATION

FBI 88-105

1. LAST NAME—FIRST NAME—MIDDLE NAME JONES, MILTON ANKERS		2. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION ANNUAL		6. DATE OF EXAMINATION 7-16-63	
7. SEX M		9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY	
11. ORGANIZATION UNIT		12. DATE OF BIRTH 1-24-13		13. PLACE OF BIRTH MONTICELLO, K.Y.	
14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC		16. OTHER INFORMATION	
17. RATING OR SPECIALTY		TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS	

CLINICAL EVALUATION	
NOR- MAL	ABNOR- MAL
18. HEAD, FACE, NECK, AND SCALP	
19. NOSE	
20. SINUSES	
21. MOUTH AND THROAT	
22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
23. DRUMS (Perforation)	
24. EYES—GENERAL (Visual acuity and refraction under items 69, 60 and 67)	
25. OPHTHALMOSCOPIC	
26. PUPILS (Equality and reaction)	
27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
28. LUNGS AND CHEST (Include breasts)	
29. HEART (Thrust, size, rhythm, sounds)	
30. VASCULAR SYSTEM (Varicosities, etc.)	
31. ABDOMEN AND VISCERA (Include hernia)	
32. ANUS AND RECTUM (Hemorrhoids, fistulas, prostates, if indicated)	
33. ENDOCRINE SYSTEM	
34. G-U SYSTEM	
35. UPPER EXTREMITIES (Strength, range of motion)	
36. FEET	
37. LOWER EXTREMITIES (Exempt feet) (Strength, range of motion)	
38. SPINE, OTHER MUSCULOSKELETAL	
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
40. SKIN, LYMPHATICS	
41. NEUROLOGIC (Equilibrium tests under item 72)	
42. PSYCHIATRIC (Specify any personality deviation)	
43. PELVIC (Females only) (Check how done) <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

Findings Normal
small soft target
Normal size & texture
low back pain
Myoph...

REC-142

67-109106-380
Searched _____ Numbered _____
3 AUG 7 1963

ENCLOSURE

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES <i>No defects noted.</i>
O—Restorable teeth /—Nonrestorable teeth		
X—Missing teeth XXX—Replaced by dentures		
(6 X 8)—Fixed bridge, brackets to include abutments		
R I G H T	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	L E F T
	X 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17	

LABORATORY FINDINGS

45. URINALYSIS: A. SPECIFIC GRAVITY 1.025		46. CHEST X-RAY (Place, date, film number and result) 15004-63 PA projection of chest is within normal limits. The rt costophrenic angle is not included on the film.	
B. ALBUMIN neg.		D. MICROSCOPIC neg.	
C. SUGAR neg.		49. BLOOD TYPE AND RH FACTOR WNL	
47. SEROLOGY (Specify test used and result)		50. OTHER TESTS	

3 AUG 12 1963

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 73		52. WEIGHT 190		53. COLOR HAIR L. Brown		54. COLOR EYES BR		55. BUILD: <input type="checkbox"/> SLENDER <input type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input type="checkbox"/> OBESE		56. TEMPERATURE 98.4																												
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)																																
A. SITTING SYS. 140 DIAS. 78		B. RECUMBENT SYS. 110 DIAS. 72		C. STANDING (3 min.) SYS. 110 DIAS. 72		A. SITTING 72		B. AFTER EXERCISE 100-110		C. 2 MIN. AFTER 72																												
59. DISTANT VISION						60. REFRACTION																																
RIGHT 20/20 CORR. TO 20/						BY S. OX 36-30 CORR. TO 20-14 BY lens																																
LEFT 20/20 CORR. TO 20/						BY S. OX 36-24 CORR. TO 20-14 BY lens																																
62. HETEROPHORIA (Specify distance)																																						
ES°		EX°		R. H.		L. H.		PRISM DIV.		PRISM CONV. CT																												
63. ACCOMMODATION				64. COLOR VISION (Test used and result) F0C 1948 18/18				65. DEPTH PERCEPTION (Test used and score)																														
RIGHT				LEFT				UNCORRECTED																														
								CORRECTED																														
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS TEST																														
								69. INTRAOCULAR TENSION																														
70. HEARING				71. AUDIOMETER																																		
RIGHT WV 15/15 SV 15/15				<table border="1"> <tr> <td></td> <td>250 258</td> <td>500 512</td> <td>1000 1024</td> <td>2000 2048</td> <td>3000 3096</td> <td>4000 4096</td> <td>6000 6144</td> <td>8000 8192</td> </tr> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT WV 15/15 SV 15/15</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>									250 258	500 512	1000 1024	2000 2048	3000 3096	4000 4096	6000 6144	8000 8192	RIGHT									LEFT WV 15/15 SV 15/15								
	250 258	500 512	1000 1024	2000 2048	3000 3096	4000 4096	6000 6144	8000 8192																														
RIGHT																																						
LEFT WV 15/15 SV 15/15																																						
				72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																																		

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. A. PHYSICAL PROFILE					
P	U	L	H	E	S

77. EXAMINEE (Check)

- A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

NR. WC

b6
b7c

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIG

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIG

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 8-30-63

b6
b7C

FROM : M. A. Jones

SUBJECT: TRAVEL ITINERARY MEMO
8-27-63

Tolson	
Belmont	
Mohr	
Casper	
Callahan	
Conrad	
DeLoach	
Evans	
Gale	
Rosen	
Sullivan	
Tavel	
Trotter	
Tele. Room	
Gandy	

The memorandum to the Attorney General dated 8-27-63 concerning the Director's travel itineraries for the next month listed in the heading "From: Director" and was returned from the Reading Room to have it amended to read "Director, FBI."

Initially this memorandum was returned from within the Division for a word change and was retyped in the Crime Research Section Front Office by Clerk-Stenographer [redacted]. The retype, which had "From: Director," was initialed for the dictator by Section Chief M. A. Jones in the interest of meeting the mail deadline.

b6
b7C

RECOMMENDATION:

That this memorandum be referred to the Administrative Division for appropriate action.

Set of Answer Sent
9-4-63
WNB:SKL

DeLoach
REC-138

67-109106-387	
Searched	Numbered
2 SEP 5 1963	

MAJ:cmk

(4)

HM
SEP 12 1963

3/1/60



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

*In Reply, Please Refer to
File No.*

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner:

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA <i>Milton A. Jones</i>	<i>8/5/63</i>	<i>Crime Records</i>

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship	b6 b7C
<i>Fannie M. Jones</i>	<i>Wife</i>	
Address <i>6911 Alpine Drive Annandale VA</i>		
Name (contingent; use given first name if female)	Relationship	
Address <i>6911 Alpine Drive Annandale VA</i>		

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship	b6 b7C
<i>Fannie M. Jones</i>	<i>Wife</i>	
Address <i>6911 Alpine Drive Annandale VA</i>		
Name (contingent)	Relationship	
Address <i>6911 Alpine Drive Annandale VA</i>		

Very truly yours,

Payment Received
Special Agents Insurance Fund

AUG 13 1963

J. Edgar Hoover, Director

Milton A. Jones
Special Agent

SEP 13 1963

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 1-7-64

b6
b7C

FROM : M. A. Jones

Tolson _____
 Belmont _____
 Mohr _____
 Casper _____
 Callahan _____
 Conrad _____
 DeLoach ☒ _____
 Evans _____
 Gale _____
 Rosen _____
 Sullivan _____
 Tavel _____
 Trotter _____
 Tele. Room _____
 Gandy _____

SUBJECT: 25TH ANNIVERSARY PHOTOGRAPH - *M.A. Jones*
Section Chief

While I hesitate to request any special favor, my wife and children have been most anxious to have the whole family meet the Director in connection with my 25th Anniversary which comes on February 6th. They consider themselves to be a "Bureau" family and would highly prize this memento.

While I hate to impose on the Director because of his heavy schedule, I finally told my family I would "explore" the matter at an early date. The chief difficulty is the fact that two of my children are out of town at school and would not be here on the 6th of February. Each, however, has a mid-semester break and would be available on January 30th. Accordingly, if the Director's schedule permits, I wonder whether the photograph could be taken on this date and the other aspects of the Anniversary could wait until later.

The names of my children are as follows: [redacted] junior, Randolph-Macon Woman's College, Lynchburg, Virginia, previously worked four summers at Bureau [redacted] freshman, Hampden-Sydney College, Hampden-Sydney, Virginia, worked two summers at the Bureau; [redacted] freshman, Annandale, Virginia, High School.

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b7C

If the Director's schedule is such as to permit the picture, any time on January 30th would be satisfactory. If the time, however, is not material, it would be preferable to have the picture made as late as possible since the younger son does not get out of school until 3:30.

RECOMMENDATION:

REC-135

67-109106-382	
Searched _____	Indexed _____
10 JAN 9 1964	

That this matter be referred to the Director's Office for consideration and, if the Director's schedule permits, that a time be set for the picture on January 30th.

b6
b7C

- 1 - Miss [redacted]
- 1 - Mr. DeLoach
- 1 - Mr. Callahan

MAJ:jol (5)

8 JAN 13 1964
 Enclosure

See Addendum Administrative Division page 1a. (over)

let
ADDENDUM ADMINISTRATIVE DIVISION RRB:crt 1-7-64

Section Chief Jones completes twenty-five years of service on 2-6-64. As Chief of the Crime Research Section, Crime Records Division, he is in Grade GS 16, \$17,500. Since his Twentieth Anniversary on 2-6-59 he has been commended on eight occasions and censured on nine occasions, the last on 9-4-63. He was rated Excellent on his last performance report.

The Director may desire to personally present Mr. Jones' Twenty-five-Year Service Award letter and Key late in the day of January 30, 1964, as requested by Mr. Jones. A suggested letter is attached.

1013

JRM

1/7

Keyne

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

December 6, 1963

I certify that I have ~~received~~ the following Government property for official use:
returned

FBI Research and Writing #20

Bank Robbery #14

FILE

3-M

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY

67-NOT RECORDED 93

3 DEC 13 1963

Very truly yours,

PER

(Signature)

Milton A. Jones

(Typed name)

Milton A. Jones



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to
File No.

WASHINGTON 25, D. C.

December 4, 1963

MILTON A. JONES

MEMORANDUM TO MR. TOLSON
MR. BELMONT
MR. MOHR
MR. CASPER
MR. CALLAHAN
MR. CONRAD
MR. DE LOACH
MR. EVANS
MR. GALE
MR. ROSEN
MR. SULLIVAN
MR. TAVEL
MR. TROTTER
MISS

b6
b7C

RE: COMMENDATION, NOVEMBER 25, 1963

I want you to convey my sincere appreciation to the personnel in your division who so graciously volunteered to work on November 25, 1963, in connection with the emergency occasioned by the assassination of the President.

Their devotion to duty and obvious desire to be of assistance and to protect the best interests of the Bureau during this trying time were of the highest caliber and a credit to them. Please extend to all my sincere and heartfelt thanks.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

DEC 2 15 43 PM '63

DEC 2 15 43 PM '63

RECEIVED
FBI

67-1000000-23
8 DEC 17 1963

UNITED STATES GOVERNMENT

Memorandum

TO : MR. CALLAHAN

DATE: November 7, 1963

Tolson	_____
Belmont	_____
Mohr	_____
Casper	_____
Callahan	_____
Conrad	_____
DeLoach	_____
Evans	_____
Gale	_____
Rosen	_____
Sullivan	_____
Tavel	_____
Trotter	_____
Tele. Room	_____
Gandy	_____

FROM : C. R. DAVIDSON

SUBJECT: CIVIL SERVICE COMMISSION POSTAUDIT
INSPECTION OF BUREAU POSITIONS
10-21 THROUGH 11-1-63

MILTON A. Jones

The close-out meeting concerning captioned postaudit was held with the three Civil Service Commission (CSC) inspectors involved in Mr. Mohr's Office on 11-6-63, and the purpose of this memorandum is to outline the results of the postaudit as reported by them at the meeting. The auditors were [redacted] chief of the audit who did not actively participate; Mrs. [redacted] senior of the two-man participating team; and [redacted]. The audit involved interviews with 16 Assistant Directors or Section Chiefs in order to get their over-all views on participation in, etc. the Bureau's position classification program and a study of a sampling of 93 position descriptions in the Position Classification Office (PCO) and consultation thereon with PCO representatives. This position description review in PCO was in lieu of heretofore usual on-site desk audits.

The review of the audit presented by Mrs. [redacted] was most complimentary to the Bureau and she said it was a pleasure working with Bureau personnel and for them to inspect an organization where everything was so uniformly businesslike and efficient. They were most appreciative of the help and assistance rendered, and the following summarizes her comments on what they looked into. Based on the interviews with officials, praise was high on how well informed management is on position classification matters and extent to which position descriptions are utilized for effective management. They were very much impressed with the officials. (As an aside it should be noted that in connection with briefing the officials, they were very interested, cooperative, and determined to carry off the interview to the Bureau's advantage which they did (enclosure lists the officials.))

Of the 93 positions sampled, the auditors had questions on 52 on 40 of which they desired to know basis for GS grade. This dictated our assigning the individual questions to PCO Classifiers to work up the Bureau's position and present same to the appropriate auditor. All questions as to grade level were satisfactorily resolved with the auditors. Mrs. [redacted] said it was obvious the Classifiers had sound knowledge of CSC position classification standards, knew how to apply them, were intimately familiar with the positions involved and their scope and relationship to the organization involved, and had a positive approach. She said the quality of the presentations and

CRD:ccf (13) Enclosure

1 - Mr. Callahan	1 - Mr. Casper	1 - Mr. Conrad
1 - Mr. DeLoach	1 - Mr. Evans	1 - Mr. Gale
1 - Mr. Rosen	1 - Mr. Sullivan	1 - Mr. Tavel
1 - Mr. Trotter	1 - Miss [redacted]	

OVER.....

Memorandum Davidson to Callahan
RE: Civil Service Commission Postaudit
Inspection of Bureau Positions
10-21 Through 11-1-63

b6
b7C

impressions conveyed by the Classifiers allowed the auditors to rely heavily on the Classifiers in areas where judgmental factors were significant to the extent that on-site desk audits were obviated. She said the Classifiers do "a real professional job." The written CSC report will show some changes such as in title and series but none objectionable to the Bureau. Mrs. [] pointed out the changes do not necessarily stem from heretofore inappropriate titles and series, but express evolution of CSC thinking.

Mrs. [] remarked they were impressed with the fact that wherever they went morale seemed to be high and employees very enthusiastic. They enjoyed and expressed appreciation for tour of the Bureau participated in by Assistant [] Conrad and Section Chiefs [] and Roy H. Jevons; the tour at [] directed by SAC Sloan; and the National Academy Graduation for which special and excellent seats were arranged by the Training Division. The three auditors agreed they sincerely wished all of their close-out meetings were as pleasant as this one.

b6
b7C

RECOMMENDATIONS:

1. That individual letters of commendation be sent to the PCO Classifiers who contributed so significantly to the success of the audit through their individual presentations. They are PCO Clerical Supervisor [] who directed preparation of all presentations and sat in on almost all of them, [] Assistant Supervisor, and Classifiers [] and []

Done
11-1-63
ctp

b6
b7C

2. That three PCO employees who handled clerical and typing work be sent individual letters for their contribution. The presentations involved considerable typing and clerical work which had to be done along with regular work of the office. They pitched right in and were definitely a part of and an asset to the team making the presentations. The three are [] and []

Done
11-1-63
ctp

Memorandum Davidson to Callahan
RE: Civil Service Commission Postaudit
Inspection of Bureau Positions
10-21 through 11-1-63

RECOMMENDATIONS: (Cont'd.)

3. That SA R. G. Hunsinger be commended and through him the remaining employees of PCO for the excellent product of their efforts over a sustained period of time which CSC auditors recognized. SA Hunsinger has directly supervised PCO and during the audit not only accompanied and guided the classifiers during presentations to CSC but also maintained close consultation with CSC representatives and Bureau officials to protect the Bureau's best interests.

*Done
11-1-63
atp*

4. That copies of this memorandum be placed in the personnel files of the 16 officials interviewed as shown on enclosure for their contribution.

5. That in view of the splendid relationship developed with the three auditors and their approach and the prospect that we will be calling upon them for advisory opinions on PCO matters in the future, they each be presented with a copy of "The FBI Story" autographed by the Director. If approved, the three books will be sent up separately for autographing.

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b7C

*Delivered
to Mr. [redacted]
11-6-63 (all 3)*

b6
b7C

*Sent 11-1-63 FBI
[redacted] recorded 11-1-63*

ADDENDUM - NPC:jlh - 11-8-63: I concur in the above recommendations. I also feel that Personnel Officer C. R. Davidson is also deserving of commendation in connection with this audit in view of his closely following with the personnel involved during the course of same and his continuing close supervision regarding this as well as other matters under his direction. I, therefore, recommend he be also commended by letter.

*Done 11-1-63
atp*

*V.
[signature]*

[signature]

*[signature]
11/8*

OFFICIALS INTERVIEWED

IDENTIFICATION DIVISION

Assistant Director C. Lester Trotter

TRAINING DIVISION

Assistant Director Joseph J. Casper

ADMINISTRATIVE DIVISION

Chief, Exhibits Section, Inspector Leo J. Gauthier

FILES AND COMMUNICATIONS DIVISION

Number One Man, Frank W. Waikart

Chief, Communications Section, Louis E. Wherry, Jr.

DOMESTIC INTELLIGENCE DIVISION

Chief, Internal Security Section, Fred J. Baumgardner

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b7C

GENERAL INVESTIGATIVE DIVISION

Chief, Criminal Section, Mr. [REDACTED]

Chief, Accounting and Fraud Section, Mr. Albert J. McGrath

LABORATORY DIVISION

Assistant Director Ivan W. Conrad

Chief, Document Section, Mr. William D. Griffith

Chief, Physics-Chemistry Section, Mr. Roy H. Jevons

CRIME RECORDS DIVISION

Assistant Director Cartha D. DeLoach

Chief, Crime Research Section, Mr. Milton A. Jones

SPECIAL INVESTIGATIVE DIVISION

b6
b7C

Chief, Fugitive Section, Mr. [REDACTED]

Chief, Employees Security and Special Inquiry Section, Mr. William V. Cleveland

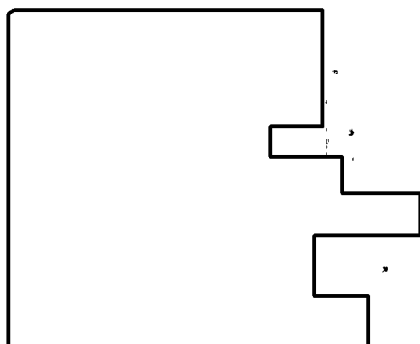
INSPECTION DIVISION

Number One Man, Inspector H. Lynn Edwards

Identity of employees in whose files copy of commendation letter directed to Special Agent R. G. Hunsinger dated 11-14-63 should be placed:

Based on classification work

b6
b7c



Based on clerical work

b6
b7c



RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

9-9-63

I certify that I have received the following Government property for official use:

~~returned~~

✓✓

Alternate Parking Permit, Space 66, North Court, Internal Revenue

Returned

✓✓

Alternate Parking Permit, Space 69, 11th. Street Court.

FILE

3-M

Very truly yours,
PER

[Signature]

Milton A. Jones

(Signature)

(Typed name) Milton A. Jones

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

67-ANY WAY RECORDED

5 NOV 7 1963

140

REC-138
✓2

September 4, 1963

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

It has been determined that you were responsible for an error which was detected in an item of correspondence dated August 27, 1963. You were remiss in failing to insure that this material was accurate in every respect.

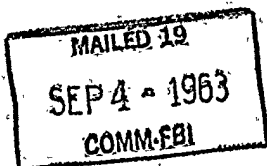
Accordingly, in the future you will be expected to handle this phase of your responsibilities with more care and thoroughness so that a delinquency of this nature will not again be chargeable to you.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

SEP 4 4 00 PM '63
REC'D-READING ROOM
FBI



- 1 - Mr. DeLoach (Personal Attention)
1 - Crime Records Division Personnel File

HNB:skd
(5)

Based on memo, M. A. Jones to Mr. DeLoach, 8-30-63, MAJ:mmk.

Tolson _____
Belmont _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

SEP 13 1963

MAIL ROOM ☒ TELETYPE UNIT ☐

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan

DATE: 1-28-64

b6
b7C

FROM : C. R. Davidson *CRD*

Tolson _____
Belmont _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

SUBJECT: MILTON A. JONES
Section Chief - Crime Research Section
Crime Records Division
EOD 2-6-39; GS-16, \$17,500

Mr. Jones celebrates his 25th Anniversary with the Bureau on 2-6-64 and has requested that the Director meet and be photographed with his wife and children on 1-30-64, noting two of his children were out of town attending school and would not be here on 2-6-64. The Director has indicated he will meet Mr. Jones and his family on 1-30-64. The following is a brief summary of his record for the Director's use.

Mr. Jones entered on duty 2-6-39 as a Special Agent and is presently assigned to the Crime Records Division as Section Chief in the Crime Research Section. He is 51 years old, is married and has 3 children. He has been in Grade GS-16 since 6-1-60.

Assistant Director C. D. DeLoach rated him EXCELLENT on his 1963 annual performance rating and noted his constant interest in promoting the welfare of the Bureau, his hard work and many sacrifices to carry on the work of the Division certainly reflected an excellent sense of enthusiasm and discipline on his part. He served in an industrious, conscientious and quiet manner and the pressure which he was constantly confronted with did not bother him. He was interested in, available for and had excellent qualifications for administrative advancement.

b6
b7C

In a memorandum to the Director dated 11-19-56 Mr. Tolson advised the Director of a penciled note reading "This one takes the prize. We break our necks getting it out and get this type of stuff back," written by Mr. Jones, in connection with two changes suggested by Miss Gandy in connection with the draft of a letter to Mr. [redacted] dated November 16. Mr. Tolson stated he called Mr. Jones and confirmed the fact that this was his notation. Later he called to see Mr. Tolson to apologize for the note, at which time he stated that Mr. Tolson could be assured and could assure the Director that this was not typical of his attitude. Mr. Tolson told him he thought it was and that the Director would think so too. Mr. Tolson further advised he had been told on several occasions that Mr. Jones was very difficult to deal with and that he had not been receptive to changes suggested in correspondence and mail emanating from the Crime Records Section. Mr. Tolson thought he had outlived his usefulness at the Seat of Government, and recommended he be

Enclosure - Permanent Brief

FDH:prf (2)

REC-135

67- 109 100-383
Searched _____
27 (over)

2 FEB 4 1964

3/1/64

demoted to GS-13 and transferred to Newark on general assignment as a Special Agent. The Director concurred and by letter 11-20-56 he was advised he was being TRANSFERRED to Newark and DEMOTED to GS-13 at \$10,065 per annum, effective 12-2-56. On 11-21-56 the Director saw Mr. Jones who said he desired to apologize for the sarcastic note. He said he had no excuse whatsoever for the expressions he used; was sorry for using them; and could assure that such an incident would not occur again. He asked that the Director reconsider the administrative action taken in his case and give him another chance, as he had learned a grievous lesson. The Director advised the action was in no way predicated upon whether the suggestions for changes were sound or unsound; that for nearly two years he received complaints indicating his stubbornness and uncooperativeness in dealing with Mr. Tolson's Office and the Director's Office when suggestions were made. The Director said no one in the Bureau was supposed to be a "Yes" man; that if suggestions were not considered sound the person to whom they were made had a perfect right and duty to take the matter up through proper channels. The Director said he had discounted previous complaints as possibly clashes of personalities, but when this note came to his attention he recognized that Mr. Jones did have a most unsatisfactory attitude which indicated rank insubordination. Among other things, the Director advised him he would be willing to give him one more chance, but that it was hoped that he had learned his lesson because he would not have an opportunity again to be afforded another chance if he manifested any display of temperament, indicating rank immaturity. Therefore, the transfer and reduction orders were to be cancelled and Mr. Jones was to be continued on probation as Chief of the Crime Records Section. He was REMOVED FROM PROBATION 6-5-57.

He was again CENSURED and PLACED ON PROBATION 1-28-59 for weaknesses in his supervision and administration of the Crime Records Section which were disclosed during an inspection of the Records and Communications Division. He was REMOVED FROM PROBATION 6-16-59. He was last CENSURED 9-3-63 for an error in correspondence and he was last COMMENDED 12-4-63 for voluntarily working on 11-25-63 in connection with the emergency occasioned by the assassination of the President.

His overtime performance has been satisfactory.

His [redacted] was employed by the Bureau as a summer employee in 1959, 1960, 1961, and 1962 as a File Clerk. Her services were satisfactory. His [redacted] was employed by the Bureau as a summer employee in 1961 and 1962 and his services were satisfactory. His [redacted] was employed by the Bureau from 6-21-43 to 8-26-43, from 6-5-44 to 8-28-44, and from 5-28-45 to 8-27-45 as a Locate Clerk. Her services were satisfactory.

b6
b7c

He is presently serving in his office of preference, having listed Seat of Government, Richmond, and Louisville as his offices of preference as of February, 1962.

msb

REC-137

February 6, 1964

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Undoubtedly this day will bring you many congratulatory messages from your numerous friends and associates to help celebrate your Twenty-fifth Anniversary of Bureau service. By way of official recognition of this important occasion, I am extending my congratulations in addition to presenting to you, on behalf of the Bureau, the enclosed Twenty-five-Year Service Award Key.

The contributions which you have made to the progress of this Bureau during your years of service are many. Your unfaltering interest in our problems, your innumerable personal sacrifices, and most of all your intense loyalty and devotion to duty are factors which have won you the respect of your associates both in and out of the FBI. There are many examples of your accomplishments which have assisted the Bureau in discharging its heavy responsibilities and these are directly attributable to the conscientious manner in which you have performed your duties.

May this Key be a constant reminder of those things for which the FBI stands.

With best wishes and kindest regards,

Sincerely,

J. EDGAR HOOVER

Enclosure

1 - Mr. DeLoach (Personal Attention)

1 - Miss [redacted] (Sent Direct)

RRB:dk

(5)

67-109106

MAIL ROOM

TELETYPE UNIT

Tolson _____
Belmont _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

SENT FROM D. C. Based on memo Jones to DeLoach,
TIME 2:42 PM 1-27-64 with addendum Administra-
DATE 1-29-64 tive Division 1-7-64.
BY [signature] presented by [signature]

JAN 8 9 55 AM '64
REC'D-READING ROOM
FBI

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: MILTON A. JONESWhere Assigned: Crime Records Crime Research Section
(Division) (Section, Unit)Official Position Title: Special Agent - Chief, Crime Research SectionRating Period: from 4-1-63 to 3-31-64ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
Initials

Rated by:

C. L. A. Lood
SignatureAssistant Director
Title3/31/64
Date

Reviewed by:

M. P. Callahan
Signature

Title

Date

Rating Approved by:

M. P. Callahan
SignatureAssistant Director
TitleAPR 6 1964
Date

TYPE OF REPORT

☒ Official
☒ Annual

REC-148

67-109106-380	
Searched	Administrative Numbered
() 10-Day	APR 8 1964
() 90-Day	6/5

☐ Transfer
☐ Separation from Service
☐ Special

5 APR 17 1964

3-NM

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

RECEIVED

RECEIVED

PERFORMANCE RATING FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. JonesTitle Special AgentRating Period: from 4-1-63 to 3-31-64

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

- Rate items as follows:
~~+~~ Outstanding (exceeding excellent and deserving of special commendation).
~~E~~ Excellent.
~~✓~~ Satisfactory (good or very good).
~~-~~ Unsatisfactory.
~~○~~ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- | | |
|---|---|
| + (1) Personal appearance. | E (17) Firearms ability. |
| E (2) Personality and effectiveness of his personal contacts. | ○ (18) Development of informants and sources of information. |
| + (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | E (19) Reporting ability: <ul style="list-style-type: none"> + (a) Investigative reports + (b) Summary reports + (c) Memos, letters, wires (Consider: + conciseness; + clarity; + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; + administrative detail.) |
| + (4) Physical fitness (including health, energy, stamina). | ○ (20) Performance as a witness. |
| + (5) Resourcefulness and ingenuity. | + (21) Executive ability: <ul style="list-style-type: none"> + (a) Leadership + (b) Ability to handle personnel + (c) Planning + (d) Making decisions + (e) Assignment of work + (f) Training subordinates + (g) Devising procedures + (h) Emotional stability + (i) Promoting high morale + (j) Getting results |
| + (6) Forcefulness and aggressiveness as required. | ○ (22) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> + (a) As leader + (b) As participant |
| + (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | + (23) Organizational interest, such as making of suggestions for improvement. |
| + (8) Initiative and the taking of appropriate action on own responsibility. | + (24) Ability to work under pressure. |
| + (9) Planning ability and its application to the work. | + (25) Miscellaneous. Specify and rate: <ul style="list-style-type: none"> + Dictation ability |
| E (10) Accuracy and attention to pertinent detail. | |
| + (11) Industry, including energetic, consistent application to duties. | |
| + (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | |
| + (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | |
| ○ (14) Technical or mechanical skills. | |
| ○ (15) Investigative ability and results: <ul style="list-style-type: none"> + (a) Internal security cases + (b) Criminal or general investigative cases + (c) Fugitive cases + (d) Applicant cases + (e) Accounting cases | |
| ○ (16) Physical surveillance ability. | |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Section Chief - Crime Research SectionB. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? No (If answer to either question is "Yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS [Signature]

MILTON A. JONES

April 2, 1964

Special Agent - Section Chief
Crime Research Section
Crime Records Division

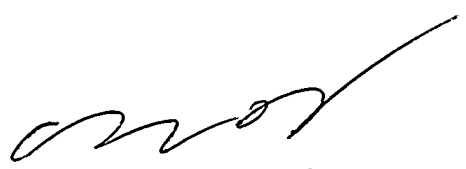
PART I - GENERAL COMMENTS

Mr. Jones has been a Section Chief since March, 1944, in the Crime Records Division. He makes an outstanding personal appearance. He is very meticulous in handling memoranda and works well under constant pressure. There is no doubt as to his industry, conscientiousness and quiet but firm manner in dealing with employees. His personnel respect him. Mr. Jones extends absolute cooperation with his Division head. He is not a "yes man" but when he receives instructions he proves to be very amenable.

Mr. Jones has had 17 hours of sick leave during this rating period. He has received one letter of censure and one letter of commendation. The censure was for an error in an item of correspondence on August 27, 1963. The commendation was for his voluntary work in connection with the emergency occasioned by the assassination of the President.

Mr. Jones has a high moral sense of fair play and sees to it that his personnel "toe the line" in their work. He needs very little supervision when it comes to seeing to it that his Section is in above-average shape with respect to physical condition and maintenance and administration. I believe Mr. Jones to keep uppermost in his mind the welfare of the FBI. His hard work and many sacrifices certainly reflect a sense of great enthusiasm and discipline on his part.

This Section Chief is definitely entitled to the rating of "Excellent."

A handwritten signature, likely of the evaluator, is written in the bottom right corner of the page. The signature is cursive and stylized, consisting of several loops and a long horizontal stroke.

PART II SPECIFIC COMMENTS

1. Justification for Any Minus Ratings Given

NA

2. Experience and Ability as Inspector's Aide

NA

3. Participation in Informant Programs

NA

4. Testifying Experience and Ability

NA

5. Disciplinary Action

As indicated in Part I, Mr. Jones received one letter of censure during the rating period.

6. Accounting Information

NA

7. Police Instruction

Mr. Jones appears before In-Service Seminars and is fully capable of speaking before and lecturing to police groups at any time.

8. Sound Training

NA

9. Resident Agents

NA

10. Foreign Language Ability

NA

mm 4

11. Administrative Advancement

Is Agent (a) interested in (Yes X No), (b) completely available for (Yes X No), and (c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? (Yes X No). (d) If answer to (c) is "Yes," would you consider his qualifications very good , excellent X, outstanding . (e) If answer to (c) is "No," does he have potential for future administrative advancement? (Yes No).

cm ✓

~~SAC~~ Mr. DeLoach

March 17, 1964

Director, FBI

M. A. Jones
SPECIAL AGENT

The above-captioned Special Agent attended the following training course(s):

In-Service: from 3/2/64 to 3/13/64

☐ Criminal

☐ Accounting

☒ Security

☐ Expert Firearms-Defensive Tactics

☐ Basic

☒ Advanced

☐ _____

The firearms scores should be entered on the individual field firearms training record (FD-40). The following grades were attained.

Notebook	_____	
Examination	_____	
Shotgun Course #2	_____	11/25
Rifle	_____	86
Machine Gun	_____	84

Specialized Training:

From

To

Admin. Firearms: _____

:

MAILED 27

MAR 17 1964

COMM-FBI

Tolson _____
Belmont _____
Mohr _____
Casper _____
Callahan 1-SA
Conrad _____
DeLoach _____
Evans _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room 3
Holmes _____
Gandy _____

M. A. JONES
CRIME RECORDS DIVISION

Note: Took 2 hours Annual Leave (9-11) on March 4, 1964.

HLS:pab (3)

MAIL ROOM ☒ TELETYPE UNIT ☐



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	2-12-64	Crime Records

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Jannie M. Jones	wife

Address
6911 Alpine Drive Annandale, Va.

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address
6911 Alpine Drive Annandale, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Jannie M. Jones	wife

Address
6911 Alpine Drive, Annandale, Va.

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address
6911 Alpine Drive Annandale, Va.

Very truly yours,

Payment Received
Special Agents Insurance Fund

FEB 19 1964

J. Edgar Hoover, Director

Milton A. Jones
Special Agent

REPORT OF MEDICAL EXAMINATION

FBI

1. LAST NAME—FIRST, NAME—MIDDLE NAME JONES, MILTON ANKERS			2. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NUMBER	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION ANNUAL		6. DATE OF EXAMINATION 7-15-64	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY <input type="checkbox"/> CIVILIAN <input type="checkbox"/>		10. AGENCY	11. ORGANIZATION UNIT	
12. DATE OF BIRTH 1-24-13		13. PLACE OF BIRTH KY.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

NOR-MAL	CLINICAL EVALUATION (Check each item in appropriate column; enter "NE" if not evaluated)	ABNOR-MAL
	18. HEAD, FACE, NECK, AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Thrust, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Varicosities, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	
	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
	33. ENDOCRINE SYSTEM	
	34. G-U SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	X
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	
	41. NEUROLOGIC (Equilibrium tests under item 72)	
	42. PSYCHIATRIC (Specify any personality deviation)	
	43. PELVIC (Females only) (Check how done)	
	<input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES: (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

ENCLOSURE

Normal size + consistency

38. - Occ low back discomfort
An without abnormality demonstrable

REC-144

67-109106-385
Searched
5 AUG 12 1964

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)																REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES	
O—Restorable teeth —Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments																	
R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	L
H	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	E
T	X													X	X	X	T

LABORATORY FINDINGS			
45. URINALYSIS: A. SPECIFIC GRAVITY 1.030		46. CHEST X-RAY (Place, date, film number and result) 26657-64 Normal	
B. ALBUMIN Neg.		D. MICROSCOPIC Neg.	
C. SUGAR Neg.		49. BLOOD TYPE AND RH FACTOR WOL	
47. SEROLOGY (Specify test used and result) Neg.		50. OTHER TESTS Neg.	

2 AUG 14 1964

MEASUREMENTS AND OTHER FINDINGS																																															
51. HEIGHT 73		52. WEIGHT 189		53. COLOR HAIR L. Brown		54. COLOR EYES Brown		55. BUILD: (Check one) <input type="checkbox"/> SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESSE		56. TEMPERATURE																																					
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)																																									
A. SITTING SYS. 132 DIAS. 10		B. RECUMBENT SYS. DIAS. 		C. STANDING (3 min.) SYS. DIAS. 		A. SITTING 96		B. AFTER EXERCISE		C. 2 MIN. AFTER																																					
59. DISTANT VISION		60. REFRACTION		61. 75 NEAR VISION																																											
RIGHT 20/ 20 CORR. TO 20/ 15		BY LENS S. <input type="checkbox"/> OX <input type="checkbox"/>		CORR. TO 24 10 BY LENS																																											
LEFT 20/ 25 CORR. TO 20/ 15		BY LENS S. <input type="checkbox"/> OX <input type="checkbox"/>		CORR. TO 24 9 BY LENS																																											
62. HETEROPHORIA (Specify distance)																																															
ES°		EX°		R. H.		L. H.		PRISM DIV.		PRISM CONV. CT																																					
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)																																							
RIGHT LEFT				Nov 1940 18/18				UNCORRECTED																																							
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS TEST																																							
								69. INTRAOCULAR TENSION																																							
70. HEARING				71. AUDIOMETER				72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																																							
RIGHT WV 15 /15 SV 15 /15				<table border="1" style="width:100%; text-align: center;"> <tr> <td></td> <td>250</td> <td>500</td> <td>1000</td> <td>2000</td> <td>3000</td> <td>4000</td> <td>6000</td> <td>8000</td> </tr> <tr> <td></td> <td>250</td> <td>518</td> <td>1024</td> <td>2048</td> <td>3096</td> <td>4096</td> <td>6144</td> <td>8192</td> </tr> <tr> <td>RIGHT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LEFT</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>					250	500	1000	2000	3000	4000	6000	8000		250	518	1024	2048	3096	4096	6144	8192	RIGHT									LEFT												
	250	500	1000	2000	3000	4000	6000	8000																																							
	250	518	1024	2048	3096	4096	6144	8192																																							
RIGHT																																															
LEFT																																															
LEFT WV 15 /15 SV 15 /15																																															
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY																																															

b6
b7c

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

OK 2-2-46

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. PULSE PROFILE						
P	U	L	H	E	S	

77. EXAMINEE (Check)

b6
b7c

A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

Staff Clinic, NNM
Bethesda, Maryland

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIG.

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

7-30-64

I certify that I have received the following Government property for official use:

~~XXXXXXXX~~

Royal Portable Typewriter #SA 6023891

RETURNED

Smith Portable Typewriter #5A 593320

FILE

31 *jm*

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

Very truly yours,

(Signature)

Milton A. Jones

(Typed name)

Milton A. Jones

67-NOV-RECORDED

9 AUG 3 1964

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

7-19-64

I certify that I have received the following Government property for official use:
returned

BANK ROBBERY - Copy number 14

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

NOT RECORDED
1 AUG 1 1963

FILE

3-M

Very truly yours,
PER cy

(Signature)

Milton A. Jones

(Typed name)

MILTON A. JONES

CRS

31

REPORT OF MEDICAL HISTORY

89-103

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

1. LAST NAME—FIRST NAME—MIDDLE NAME JONES MILTON ANKERS		2. GRADE AND COMPONENT OR POSITION FBI	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) 6911 Alpine Drive, Annandale, Va		5. PURPOSE OF EXAMINATION	6. DATE OF EXAMINATION 7-15-64
7. SEX M	8. RACE W	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____	
10. AGENCY		11. ORGANIZATION UNIT	
12. DATE OF BIRTH 1-24-13		13. PLACE OF BIRTH Monticello, Ky.	
14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS	
16. OTHER INFORMATION		17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists) Very good	

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE?			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	88	fair			<input checked="" type="checkbox"/>		HAD TUBERCULOSIS	male
MOTHER	85	"				<input checked="" type="checkbox"/>	HAD SYPHILIS	
SPOUSE	50	excellent				<input checked="" type="checkbox"/>	HAD DIABETES	
	52	"			<input checked="" type="checkbox"/>		HAD CANCER	aunt
BROTHERS	48	"				<input checked="" type="checkbox"/>	HAD KIDNEY TROUBLE	
AND	40	"			<input checked="" type="checkbox"/>		HAD HEART TROUBLE	male
SISTERS						<input checked="" type="checkbox"/>	HAD STOMACH TROUBLE	
						<input checked="" type="checkbox"/>	HAD RHEUMATISM (Arthritis)	
CHILDREN	21	excellent				<input checked="" type="checkbox"/>	HAD ASTHMA, HAY FEVER, HIVES	
	19	"				<input checked="" type="checkbox"/>	HAD EPILEPSY (Fits)	
	15	"				<input checked="" type="checkbox"/>	COMMITTED SUICIDE	
						<input checked="" type="checkbox"/>	BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)																	
YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
<input checked="" type="checkbox"/>		SCARLET FEVER, ERYSIPELAS	<input checked="" type="checkbox"/>		GOITER	<input checked="" type="checkbox"/>		TUMOR, GROWTH, CYST, CANCER	<input checked="" type="checkbox"/>		"TRICK" OR LOCKED KNEE	<input checked="" type="checkbox"/>		FOOT TROUBLE	<input checked="" type="checkbox"/>		NEURITIS
<input checked="" type="checkbox"/>		DIPHTHERIA	<input checked="" type="checkbox"/>		TUBERCULOSIS	<input checked="" type="checkbox"/>		RUPTURE	<input checked="" type="checkbox"/>		PARALYSIS (Inc. infantile)	<input checked="" type="checkbox"/>		EPILEPSY OR FITS	<input checked="" type="checkbox"/>		CAR, TRAIN, SEA, OR AIR SICKNESS
<input checked="" type="checkbox"/>		RHEUMATIC FEVER	<input checked="" type="checkbox"/>		SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>		APPENDICITIS	<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE
<input checked="" type="checkbox"/>		SWOLLEN OR PAINFUL JOINTS	<input checked="" type="checkbox"/>		ASTHMA	<input checked="" type="checkbox"/>		PILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>		BOILS	<input checked="" type="checkbox"/>		VENEREAL DISEASE	<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT
<input checked="" type="checkbox"/>		MUMPS	<input checked="" type="checkbox"/>		SHORTNESS OF BREATH	<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>		LAMENESS
<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>		PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>		HOMOSEXUAL TENDENCIES
<input checked="" type="checkbox"/>		FREQUENT OR SEVERE HEADACHE	<input checked="" type="checkbox"/>		CHRONIC COUGH	<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		
<input checked="" type="checkbox"/>		DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>		PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>		BOILS	<input checked="" type="checkbox"/>								
<input checked="" type="checkbox"/>		EYE TROUBLE	<input checked="" type="checkbox"/>		HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>		VENEREAL DISEASE	<input checked="" type="checkbox"/>								
<input checked="" type="checkbox"/>		EAR, NOSE OR THROAT TROUBLE	<input checked="" type="checkbox"/>		CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>								
<input checked="" type="checkbox"/>		RUNNING EARS	<input checked="" type="checkbox"/>		FREQUENT INDIGESTION	<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>								
<input checked="" type="checkbox"/>		CHRONIC OR FREQUENT COLDS	<input checked="" type="checkbox"/>		STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>								
<input checked="" type="checkbox"/>		SEVERE TOOTH OR GUM TROUBLE	<input checked="" type="checkbox"/>		GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>		LAMENESS	<input checked="" type="checkbox"/>								
<input checked="" type="checkbox"/>		SINUSITIS	<input checked="" type="checkbox"/>		JAUNDICE	<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>								
<input checked="" type="checkbox"/>		HAY FEVER	<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>								

21. HAVE YOU EVER (Check each item)				22. FEMALES ONLY: A. HAVE YOU EVER—				B. COMPLETE THE FOLLOWING:							
<input checked="" type="checkbox"/>		WORN GLASSES	<input checked="" type="checkbox"/>		ATTEMPTED SUICIDE	<input checked="" type="checkbox"/>		BEEN PREGNANT	<input checked="" type="checkbox"/>		AGE AT ONSET OF MENSTRUATION				
<input checked="" type="checkbox"/>		WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>		BEEN A SLEEP WALKER	<input checked="" type="checkbox"/>		HAD A VAGINAL DISCHARGE	<input checked="" type="checkbox"/>		INTERVAL BETWEEN PERIODS				
<input checked="" type="checkbox"/>		WORN HEARING AIDS	<input checked="" type="checkbox"/>		LIVED WITH ANYONE WHO HAD TUBERCULOSIS	<input checked="" type="checkbox"/>		BEEN TREATED FOR A FEMALE DISORDER	<input checked="" type="checkbox"/>		DURATION OF PERIODS				
<input checked="" type="checkbox"/>		STUTTERED OR STAMMERED	<input checked="" type="checkbox"/>		COUGHED UP BLOOD	<input checked="" type="checkbox"/>		HAD PAINFUL MENSTRUATION	<input checked="" type="checkbox"/>		DATE OF LAST PERIOD				
<input checked="" type="checkbox"/>		WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>		BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION	<input checked="" type="checkbox"/>		HAD IRREGULAR MENSTRUATION	<input checked="" type="checkbox"/>		QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY				
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS? one				24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS 26 per				25. WHAT IS YOUR USUAL OCCUPATION? Fire Agent				26. ARE YOU (Check one) <input checked="" type="checkbox"/> RIGHT HANDED <input type="checkbox"/> LEFT HANDED			

67-107106-385- CMH

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
<input checked="" type="checkbox"/>		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
<input checked="" type="checkbox"/>		35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

34 Typhoid fever in about 1933.
35 - six stitches - had cut on finger.

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.
I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

Review of systems reveals no significant disease

b6
b7C

TYPED OR PRINTED NAME OF PHYSICIAN

DATE
JUL 15 19

NUMBER OF ATTACHED
SHEETS

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

JONES, MILTON ANKERS
Last First Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No

If recommendation is based on a factor other than above standard, indicate basis _____

ENCLOSURE

67-109106-385

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

REC'D - ADMIN. DIV
FBI
Aug 6 11 36 AM '64

4. Examinee's frame is ☐ small ☐ medium ☒ large.
5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
6. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

b6
b7C

JUL 15 1964

(Date)



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	5-28-64	Div 8

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Jannie M. Jones	Wife

Address
6911 Alpine Drive Annandale, Va.

Name (contingent beneficiary; use given first name if female)
[Redacted]

Address
6911 Alpine Drive Annandale, Va.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Jannie M. Jones	Wife

Address
6911 Alpine Drive Annandale, Va.

Name (contingent beneficiary; use given first name if female)
[Redacted]

Address
6911 Alpine Drive Annandale, Va.

Very truly yours,

Milton A. Jones
Special Agent

Payment Received
Special Agents Insurance Fund

JUN 2 1964

67-NOT RECORDED
4 JUN 17 1964
J. Edgar Hoover, Director
53

3-ecd

Field Firearms Training Record
FD-40 (Rev. 12-11-59)

redo

Special Agent

R

JO NES,

MILTON A.

current thru 1960

Office	Date	Indoor	DA	PPC SA	PPC DA	SG #1	SG #2	SG #3	In Service		DT		
	Day-Month-Year								Rifle	MG			
SOG	2-9-61	209											
"	3/23/61	217											
"	4-12-61		84	93				60			✓		
SOG	6-8-61		80		90		12						
SOG	8/16/61		98	94				100			DT		
SOG	10/11/61		86		85		15				DT		
SOG	11/21/61	262											
SOG	1/3/62	268											
SOG	2/28/62	255											
SOG	3/22/62	278											
SOG	3/22/62		100	81				80			DT	RD	
SOG	5/2/62		86	86			16				DT	gas	
SOG	11-7-62		86		85			100			✓	BH	
SOG	11-7-62		96				16						
SOG	12-10-62	267											
SOG	1-29-63	258											
SOG	1-29-63	239											
SOG	3-19-63	264											
SOG	4/4/63		80	84				100			✓	RD	
SOG	5/28/63		86		86		19				✓	Gas	
SOG	8-23-63		88	91				100			✓	S	
SOG	10-23-63	261											
SOG	10-23-63		92		82		16						
SOG	11-24-63	269											
SOG	1-22-64	271	NOT RECORDED						65				
In Service 3-4-64 to 5-11-64													
										86	84	4	5

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach *JD*

FROM : M. A. Jones *MAJ*

SUBJECT: PERSONNEL MATTER
CRIME RESEARCH SECTION

DATE: March 8, 1965

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

I have been approached by the nominating committee of the First Baptist Church, 16th and O Streets, Northwest, and asked whether I would be willing to have my name presented as the Moderator of the Church for a year's term beginning May 1st. This Church is the oldest Baptist Church in the city, dating from 1802 and has some 1600 members and a budget in the neighborhood of \$275,000. The Moderator is the highest church official aside from members of the paid staff. The position entails presiding at quarterly business meetings, presiding at sessions of the Executive Council (consisting of heads of all committees,) and related duties. (There is attached material from the by-laws of the church reflecting in detail the duties of the position.)

It is not felt that accepting this position would interfere in any way with my Bureau work nor is it felt that there would be any possibility of embarrassment. The Church has absolutely no restrictions as to race, etc., with regard to membership.

RECOMMENDATION:

REC-143

Unless advised otherwise, I propose to indicate that I have no objection to being considered for the position.

Enclosure

*Mr. M.A. Jones
telephonically advised
3-12-65 mjr*

- 1 - Mr. DeLoach
- 1 - Mr. Callahan

ENCLOSURE

9 MAR 17 1965
MAJ:jo
(4)

PERS. REC. UNIT

Section (G) Moderator.

The Moderator shall preside at all Business Meetings of the Church and at all meetings of the Executive Council. It shall be his duty to see that the stated meetings of the Church and Council are regularly held and that the required re-

ports are filed with the Director of Business Administration and submitted to the Church by the various Officers, Boards, Departments and Committees of the Church; and to advise the Chairman of any Committee or Board of the Church, when, in his opinion, the Committee or Board is not actively engaged in carrying out the duties assigned to it in the By-Laws. He shall be ex-officio a member of all Boards, Departments and Committees. All contracts of employment shall be signed on behalf of the Church by the Moderator. In the absence or incapacity of the Moderator, his duties shall be performed by the Chairman of the Board of Deacons, and in the absence or incapacity of both Moderator and Chairman of the Board of Deacons, by the Chairman of the Board of Trustees.

ENCLOSURE

67-567005-32
109 106-3871X

February 5, 1965

PERSONAL

Dear Mr. Jones:

You will be celebrating your Twenty-sixth Anniversary with the Bureau tomorrow and I hope it will be a happy occasion for you. My very best wishes and congratulations, and may you celebrate many more anniversaries in the Bureau's service.

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

REC-143

67-10-110-384	
Searched	Numbered
1 FEB 5 1965	

Anniversary 2/6 - Saturday

JEH:edm (3)

edm

FEB 9 1965 147

SENT FROM D. O.	
TIME	9:42 AM
DATE	2-5-65
BY	<i>yl</i>

Tolson _____
Belmont _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
DeLoach _____
Evans _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM ☐ TELETYPE UNIT ☐

Mr. Tolson	✓
Mr. Belmont	✓
Mr. Mohr	✓
Mr. DeLoach	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Trotter	
Tele. Room	
Miss Gandy	

b6
b7C

February 5, 1965

Be...

Mr. John Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Thanks so much for your note today in connection with my 26th Anniversary tomorrow.

In looking to the future, Bureau employees, particularly the "old timers," value most highly your continuance as the Director of the FBI. We all hope that you will retain your good health and will lead the organization for many years to come.

Sincerely yours,

Milton A. Jones
Milton A. Jones
CRIME RECORDS DIVISION

REC-143 67-109106-387
FEB 12 1965

8 FEB 12 1965 147

3-*nm*

January 15, 1965

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Thank you very much for the suggestion that consideration be given to reinstituting three sessions of the FBI National Academy each year. This matter has been carefully evaluated and it was decided an additional session is not feasible since our available manpower and facilities are already taxed to the utmost to handle the many types of training for which we are responsible.

Although your idea was not adopted in this instance, I appreciate the interest which prompted you to submit it to me.

Sincerely yours,

1 - Mr. DeLoach

① - Personnel file of SA Milton A. Jones
JER:jmn

(5) (Suggestion #571-65 dated 1/11/65)

NOTE: Suggests three sessions of FBI National Academy be held each year instead of two.

Based on memorandum M. A. Jones to Mr. DeLoach,
1/11/65, MAJ:blh, re: FBI's Responsibilities in Police Training Field,
with a. l. c. m.

146
DUPLICATE YELLOW

RECORDED
JAN 15 1965

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 1-11-65

FROM : Mr. A. Jones

SUBJECT: FBI'S RESPONSIBILITIES IN POLICE
TRAINING FIELD
SUGGESTION # 571-65

In his State of the Union message, the President commented as follows on crime control and police training:

"To help control crime, we will recommend programs:
- To train local law enforcement officers. - To put the best techniques of modern science at their disposal. - To discover the causes of crime and better ways to prevent it.

"I will soon assemble a panel of outstanding experts to search out answers to the national problem of crime and delinquency."

In view of the emphasis placed on police training by the President, I feel sure that the Bureau will want to do everything possible to carry out fully its responsibilities in this field. While I realize the considerations which prompted the Bureau to discontinue three Sessions of the National Academy each year, I do think it would be well at this time to re-evaluate the entire situation and perhaps reinstitute the three Sessions of 12 weeks each such as we had some years ago. This will enable us to reach an additional 100 outstanding officers each year and further spread the Bureau's influence in the police training field.

RECOMMENDATION:

That consideration be given to reinstituting three Sessions of the National Academy each year.

1 - Mr. DeLoach
1 - Mr. Casper

MAJ:blh
(4)

ADDENDUM:

CDD:blh

1-11-65

I disagree. Facilities are taxed now to extent that the additional sessions would be burdensome. The National Association of Manufacturers could not and would not subsidize three sessions.

ADDE.NDUM:

JJC:blh

1-11-65

I agree with DeLoach.

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

FEDERAL BUREAU OF INVESTIGATION

NAME: LAST, FIRST, MIDDLE JONES MILTON A	SOCIAL SECURITY NUMBER 224-60-2482
---	---

NOTIFICATION OF BASIC CHANGE

CODE - NATURE OF ACTION		EFFECTIVE DATE	DATE OF LAST EQUIV. INCR.
<input type="checkbox"/> 892 - QUALITY INCREASE	<input type="checkbox"/> 896 - ADMIN. PAY INCREASE	12/ 6/64	12/ 9/62
<input checked="" type="checkbox"/> 893 - WITHIN GRADE INCREASE	<input type="checkbox"/> 897 - ADMIN. PAY DECREASE		
<input type="checkbox"/> 894 - PAY ADJUSTMENT	OTHER (SPECIFY IN REMARKS)		
GRADE OR LEVEL GS-16	STEP OR RATE STEP 5	OLD SALARY \$20,900.00	NEW SALARY \$21,555.00

DATA ON UNPAID ABSENCE

PERIOD(S)	TOTAL EXCESS	IN PAY STATUS AT END OF WAITING PERIOD	INITIALS
		YES	<i>J. Edgar Hoover</i>

- ☒ EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.
- ☐ EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER.

REMARKS

67-NOT RECORDED
28 DEC 15 1964

J. Edgar Hoover

JOHN EDGAR HOOVER
DIRECTOR

11/23/64
(DATE)

PERSONNEL FILE COPY

Name: Milton A. Jones

Title: Special Agent

EOD: 2/6/39

Grade: GS-16, \$20,900

Non-Veteran

Not on probation

ASSISTANT DIRECTOR C. D. DE LOACH:

Mr. Jones is the Section Chief of Crime Research Section, having served in this capacity since 1944. This man has a wealth of experience and a tremendous capacity for accurate work which make him extremely valuable in the efficient operation of the Crime Records Division. Outstanding in appearance and with a pleasing personality, he quietly runs a very taut shop with a meticulous attention to detail. Although a firm disciplinarian, he is fair and he commands the respect of his subordinates. In his devotion to the Bureau and his determination to serve the best interest of the FBI, this man continually sets an excellent example for others. Since the last inspection, he has been commended one time and censured for failing to detect an error in outgoing correspondence. He is a decided asset in this Division.

Rating: Excellent

CRIME RECORDS DIVISION INSPECTION

December 3, 1964

CDD:dgs

[Handwritten signature]

See Inspector's Comments Page 2.

[Handwritten initials and signature]

67-NOT RECORDED
9 JAN 7 1965

JAN 8 1 25 PM '65

[Handwritten initials]

INSPECTOR W. MARK FELT:
(H. E. Campbell:bhg, 12/23/64)

Mr. Jones is a steady, competent administrator whose long experience as a Section Chief in this Division

renders him a highly valuable employee. He makes an excellent personal appearance and his capacity for handling a high volume of work sets the pace for subordinates. He is interested in and available for administrative advancement and indicated he had no personal problems. It is felt that the best interests of the Bureau would be served by retaining him in his present position.

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

b6
b7cName of Employee: MILTON A. JONESWhere Assigned: Crime Records Crime Research Section
(Division) (Section, Unit)Official Position Title and Grade: Special Agent - Chief, Crime Research Section
GS-16Rating Period: from 4-1-64 to 3-31-65ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
Initials

Rated by:

C. S. DeLoach
SignatureAssistant Director
Title4/1/65
Date

Reviewed by:

M. P. Callahan
Signature

Title

Date

Assistant Director

Rating Approved by:

Signature

Title

Date

APR 13 1965

TYPE OF REPORT

☒ Official
☒ Annual☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

REC-148

67-109106-388	
Searched	Numbered
6 APR 12 1965	

9 APR 15 1965

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Section

Name of Employee MILTON A. JONES Title Special Agent - Chief, Crime Research
Rating Period: from 4-1-64 to 3-31-65

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining objective rating:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>-</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>0</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>E</u> (18) Reporting ability: <ul style="list-style-type: none"> <u>-</u> (a) Investigative reports <u>-</u> (b) Summary reports <u>+</u> (c) Memos, letters, wires (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>0</u> (19) Performance as a witness. |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (20) Executive ability: <ul style="list-style-type: none"> <u>+</u> (a) Leadership <u>+</u> (b) Ability to handle personnel <u>+</u> (c) Planning <u>+</u> (d) Making decisions <u>+</u> (e) Assignment of work <u>+</u> (f) Training subordinates <u>+</u> (g) Devising procedures <u>+</u> (h) Emotional stability <u>+</u> (i) Promoting high morale <u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>0</u> (21) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> <u>-</u> (a) As leader <u>+</u> (b) As participant |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> (23) Ability to work under pressure. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (24) Miscellaneous. Specify and rate: <ul style="list-style-type: none"> <u>+</u> Dictation ability |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | |
| <u>0</u> (14) Investigative ability and results: <ul style="list-style-type: none"> <u>-</u> (a) Internal security cases <u>-</u> (b) Criminal or general investigative cases <u>-</u> (c) Fugitive cases <u>-</u> (d) Applicant cases <u>-</u> (e) Accounting cases | |
| <u>0</u> (15) Physical surveillance ability. | |

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Section Chief - Crime Research Section

- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

- D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? No (If answer to either question is "yes," explain in narrative comments.)

- E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use.
(b) Is physically fit to drive. (c) Past safe-driving record OK or has passed Bureau road test.

ADJECTIVE RATING:

EXCELLENT

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

M. A. Jones

MILTON A. JONES

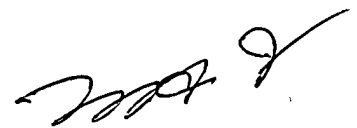
Special Agent - Section Chief
Crime Research Section
Crime Records Division

This Section Chief is a 26-year veteran with the FBI. He has been in his current capacity since March, 1944 in the Crime Records Division. Mr. Jones makes an outstanding personal appearance. He is extremely meticulous in paper work. He is cool under constant pressure and tension. I particularly appreciate his loyalty and dedication to the Director, the Bureau and to his Division. He has a firm manner in dealing with employees that makes them understand he means business. His personnel respect him accordingly. This Section Chief extends complete cooperation with his Division head. He is amenable to instructions yet he does not hesitate to speak up when the situation demands.

This man has not had any sick leave during the rating period. He has not received any letters of censure or commendation.

Mr. Jones is a man of high morality. He is an outstanding leader in religious circles. He is of great assistance to his Division head inasmuch as he constantly makes his personnel "toe the line." This employee needs very little supervision. He keeps his Section in good administrative shape. He is a very dedicated and loyal employee.

This Section Chief is definitely entitled to the rating of "Excellent."

A handwritten signature in dark ink, appearing to be "M. A. Jones", is located in the lower right quadrant of the page.

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY:

See Special Narrative Comments

2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

N. A.

3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION:

See Special Narrative Comments

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

See Special Narrative Comments

WAB

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

None

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)

None

7. PARTICIPATION IN INFORMANT PROGRAMS:

N. A.

8. TESTIFYING EXPERIENCE AND ABILITY:

N. A.

9. ACCOUNTING INFORMATION:

N. A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.



12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N. A.

13. FOREIGN LANGUAGE ABILITY:

Language in which proficient NONE

Completed language school ☐ Yes ☒ No

Fluent in _____ language to extent Agent can handle typical investigative problems as follows: (1) Conversation form ☐ Yes ☐ No

(2) Written form ☐ Yes ☐ No

Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory

Language

Read

Write

Speak

Understand

Frequency _____ language ability used during rating period:

Frequency of use of _____ language ability anticipated during ensuing year:

14. ADMINISTRATIVE ADVANCEMENT:

(a) Agent is interested in administrative advancement. ☒ Yes ☐ No

(b) Agent is completely available for administrative advancement. ☒ Yes ☐ No

(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. ☒ Yes ☐ No

(d) If answer to (c) is "Yes," Agent's qualifications considered
☐ very good ☒ excellent ☐ outstanding

(e) If answer to (c) is "No," Agent considered to have potential for future administrative advancement. (If applicable, explanatory comments required.) ☐ Yes ☐ No

Handwritten signature

PAST SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL) JONES, MILTON A.		DATE 3-31-65
DIVISION AND SECTION ASSIGNED Crime Records/ Crime Research		POSITION TITLE Special Agent
THIS IS TO CERTIFY THAT I PRESENTLY <input checked="" type="checkbox"/> HOLD <input type="checkbox"/> DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.		
PERMIT ISSUED BY: (STATE, TERRITORY POSSESSION, DISTRICT). <i>State of Va.</i>	PERMIT NUMBER J15516-09409-841110	PERMIT EXPIRES 1-31-67
THIS IS AN <u>UNRESTRICTED</u> (RESTRICTED) PERMIT. (IF RESTRICTED, EXPLAIN BELOW) (STRIKE OUT ONE)		
THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY <u>10,000</u> MILES. DURING THIS TIME (A) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.		
* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.		<i>Milton A. Jones</i> SIGNATURE OF OPERATOR

TO BE FILLED IN BY REVIEWING OFFICIAL

NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL) DeLOACH, CARTHA D.	POSITION TITLE Assistant Director	DATE 3/31/65
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:		
<input checked="" type="checkbox"/> CONTINUOUS SAFE DRIVING RECORD <input type="checkbox"/> INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **		
I CERTIFY THAT THIS EMPLOYEE IS:		
<input checked="" type="checkbox"/> QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS. <input type="checkbox"/> NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.		

REMARKS:

67-NOT RECORDED
1 APR 1 1965

92

75

MAR 31 11 57 AM '65

REC'D - TRAINING

3/PM

C. D. DeLoach

(SIGNATURE OF REVIEWING OFFICIAL)

** "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU.

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A JONES	3-13-65	cc Records

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Jannie M. Jones	Wife
Address 6911 Alpine Drive Annandale Va	
Name (contingent beneficiary, if desired; use given first name if female)	

Address
6911 Alpine Drive Annandale Va

Do you desire to designate the above listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship
Address	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
Address	

Very truly yours,

Milton A Jones
Special Agent

Payment Received
Special Agents Insurance Fund

MAR 17 1965

J. Edgar Hoover, Director

3-ecd

75

57

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 4-30-65

FROM : M. Jones

SUBJECT: SPECIAL RESEARCH PROJECT
APRIL 29-30, 1965

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

In connection with a special research project which you gave to me at approximately 4 p. m. yesterday and desired in your hands prior to 10 a. m. this morning, I wanted to call to your attention the exceptionally fine spirit of cooperation displayed by 3 clerical employees of this section. Mrs. [redacted] remained until 11:37 p. m. last evening to work on the project. Miss [redacted] came in this morning at 7:15 a. m., while Mrs. [redacted] worked last evening until 8:50. All of these girls cancelled previous plans and willingly helped out and did a fine job.

b6
b7C

RECOMMENDATION:

That a copy of this memorandum be placed in the personnel file of each of these employees.

b6
b7C

- 1 - Mr. Callahan
- 1 - Personnel file of [redacted]
- 1 - Personnel file of [redacted]
- 1 - Personnel file of [redacted]

67-109106-389	
Searched	Numbered
7 MAY 3 1965	

REC-140

MAJ:jo

(6)

63 33 3 JE 102

66
8 MAY 5 1965

12 DEB 10 10 10

11 11 11 11 11

2-100



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

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EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	5/24/65	Or. Rec.

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Fannie M. Jones	Wife

Address
6911 Alpine Drive Amanda, VA

Name	Relationship
[Redacted]	[Redacted]

Address
6911 Alpine Drive Amanda, VA

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Very truly yours,

Payment Received
Special Agents Insurance Fund

JUN 10 1965

J. Edgar Hoover, Director

Special Agent

Milton A. Jones

May 5, 1965

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Crime Records

Dear Mr. Jones:

The personnel in the Crime Research Section who participated in the preparation and presentation of the Bureau's portion of the "Early Bird" telecast last Sunday performed in a noteworthy fashion and I am pleased to commend them, through you.

REC-131

67-109106-3910
Searched _____ Numbered 72
MAY 10 1965

Their enthusiasm, skill and efficiency, as well as their dedication in foregoing their personal convenience in order to be of assistance, were of the highest caliber and their efforts contributed greatly to the professional manner in which our portion of the show was handled. Much credit has come to the Bureau as a result of the excellence of our presentation and I want you to convey my appreciation to those who took part.

Sincerely yours,
J. Edgar Hoover

1 - Mr. DeLoach (Personal Attention)

Copies of this letter will be placed in files of appropriate personnel.

1 - Miss [redacted] (Sent Direct) S. I.

CTP:dks (13) 67-109106

Based on memo DeLoach to Mohr 5-3-65 re: "FBI Presentation in 'Early Bird' Telecast, Sunday, May 2, 1965."

Copies prepared and attached for placing in files of: (Over)

MAILED 2
MAY - 5 1965
COMM-FBI

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

MAIL ROOM

TELETYPE UNIT

Letter to Mr. Milton A. Jones
Washington, D. C.

[REDACTED]

James C. Farrington

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

b6
b7C

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: July 8, 1965 b6 b7C

FROM : M. A. Jones

MILTON A. JONES

SUBJECT: PERSONNEL MATTER

Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

As a matter of record, I wanted to report an automobile accident in which I was involved at Beaver Dam, Kentucky, around noon on June 22nd when on Annual Leave.

My wife and I were driving south on U.S. 231 through the southern part of Beaver Dam at a speed of approximately 20 mph. when a 4-year-old girl named [REDACTED] darted across the road and ran into the left side of our car. I tried to swerve to the right and applied brakes but she received a rather severe bump on her head. An ambulance was called and appropriate reports were made to local police, Kentucky State Police and my insurance company. All witnesses expressed the belief that the accident was totally unavoidable. The little girl remained in the hospital for 2 days and was released. She apparently will suffer no permanent injury.

b6
b7C

RECOMMENDATION:

For information.

John F. Jones

MAJ:jo
(2) *jo*

REC-145

67-	109106-391
Searched	Numbered
8 JUL 12 1965	

8 JUL 14 1965 83

3/11C

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

6-11-65

I certify that I have received the following Government property for official use:

~~XXXXXX~~
returned

American Nazi Party monograph 65 E 119 ✓

FILE

31, Jew

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

NOT RECORDED

8 JUN 16 1965

34

137

Very truly yours,

(Written
Signature)

Milton A. Jones

(Typed
Signature)

MILTON A. JONES

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 6-1-65

I certify that I have ☒ received ☐ returned the following Government property for official use:

Minutemen: Extremist Guerrilla Warfare Group #343✓

FILE

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

(Typed name)

Milton A. Jones

2 JUN 4 1965

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

6-1-65

I certify that I have received the following Government property for official use:

~~RETURNED~~

Nation of Islam #120 (monograph)✓

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

167-1-1 RECORDED

2 JUN 4 1965

FILE

3/ gcw

Very truly yours,

(Signature)

(Typed name)

M. A. Jones

Milton A. Jones

REPORT OF MEDICAL EXAMINATION

FBI

1. LAST NAME—FIRST NAME—MIDDLE NAME Glones, Milton Ankers		2. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NUMBER	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 7-14-65	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN		10. AGENCY	11. ORGANIZATION UNIT
12. DATE OF BIRTH 1-24-13		13. PLACE OF BIRTH Monticello, Ky.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC		16. OTHER INFORMATION			
17. RATING OR SPECIALTY		TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS	

CLINICAL EVALUATION	
NOR-MAL	ABNOR-MAL
18. HEAD, FACE, NECK, AND SCALP	
19. NOSE	
20. SINUSES	
21. MOUTH AND THROAT	
22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
23. DRUMS (Perforation)	
24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
25. OPHTHALMOSCOPIC	
26. PUPILS (Equality and reaction)	
27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
28. LUNGS AND CHEST (Include breasts)	
29. HEART (Thrust, size, rhythm, sounds)	
30. VASCULAR SYSTEM (Varicosities, etc.)	
31. ABDOMEN AND VISCERA (Include hernia)	
32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
33. ENDOCRINE SYSTEM	
34. G-U SYSTEM	
35. UPPER EXTREMITIES (Strength, range of motion)	
36. FEET	
37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
38. SPINE, OTHER MUSCULOSKELETAL	
39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
40. SKIN, LYMPHATICS	
41. NEUROLOGIC (Equilibrium tests under item 28)	
42. PSYCHIATRIC (Specify any personality deviation)	
43. PELVIC (Females only) (Check how done) <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES: (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

REC-132

ENCLOSURE

67-109106-392
Searched Numbered
9 JUL 30 1965

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES	
O—Restorable teeth I—Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 8)—Fixed bridge, brackets to include abutments		EXAM. Type III CLASS 1 No defects noted	
R I G H T	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24		

45. URINALYSIS: A. SPECIFIC GRAVITY: 1.001		46. CHEST X-RAY (Place, date, film number and result)	
B. ALBUMIN: neg	D. MICROSCOPIC: neg	16804-65—Normal	
C. SUGAR: neg	47. SEROLOGY (Specify test used and result): WNL	49. BLOOD TYPE AND RH FACTOR: noted	
50. OTHER TESTS			

9 AUG 3 1965

MEASUREMENTS AND OTHER FINDINGS																					
51. HEIGHT 73		52. WEIGHT 186*		53. COLOR HAIR Bt Brown		54. COLOR EYES Blue		55. BUILD: (Check one)		SLENDER	MEDIUM	HEAVY	OBESE	56. TEMPERATURE							
57. BLOOD PRESSURE (Arm at heart level)								58. PULSE (Arm at heart level)													
A. SITTING SYS. 130 DIAS. 74		B. RECUMBENT SYS. DIAS.		C. STANDING (3 min.) SYS. DIAS.		A. SITTING 64.		B. AFTER EXERCISE		C. 2 MIN. AFTER		D. RECUMBENT		E. AFTER STANDING 3 MIN.							
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION													
RIGHT 20/20		CORR. TO 20/20		BY		S.		OX		R 24/24 CORR. TO 24/8		BY Jms									
LEFT 20/30		CORR. TO 20/20		BY		S.		OX		Q 24/24 CORR. TO 24/8		BY Jms									
62. HETEROPHORIA (Specify distance)																					
ES°		EX°		R. H.		L. H.		PRISM DIV.		PRISM CONV. CT		PC		PD							
63. ACCOMMODATION				64. COLOR VISION (Test used and result) 12/18				65. DEPTH PERCEPTION (Test used and score)				UNCORRECTED									
RIGHT LEFT				100 1940								CORRECTED									
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS TEST				69. INTRAOCULAR TENSION									
70. HEARING				71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)									
RIGHT WV 15		/15 SV 15		/15		250 256		500 512		1000 1024		2000 2048		3000 2896		4000 4096		6000 6144		8000 8192	
LEFT WV 15		/15 SV 15		/15		RIGHT															
						LEFT															

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

① Typhoid Fever 1932

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

None

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. A. PHYSICAL PROFILE

P	U	L	H	E	S

77. EXAMINEE (Check)

A. ☐ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

b6
b7C

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

REPORT OF MEDICAL HISTORY

89-103.

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

1. LAST NAME—FIRST NAME—MIDDLE NAME JONES, MILTON ANKERS			2. GRADE AND COMPONENT OR POSITION FBI		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or RFD; city or town, zone and State) 6911 Alpine Drive, Annandale, Va.			5. PURPOSE OF EXAMINATION		6. DATE OF EXAMINATION	
7. SEX M	8. RACE W	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN 26 1/2		10. AGENCY FBI	11. ORGANIZATION UNIT	
12. DATE OF BIRTH 1-24-13		13. PLACE OF BIRTH Monticello, Ky.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN Fannie M. Jones, wife, Annandale, Va.		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS			16. OTHER INFORMATION			

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

Excellent

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE:			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	89	fair			<input checked="" type="checkbox"/>		HAD TUBERCULOSIS	Uncle
MOTHER	85	fair				<input checked="" type="checkbox"/>	HAD SYPHILIS	
SPOUSE	51	very good				<input checked="" type="checkbox"/>	HAD DIABETES	
BROTHERS AND SISTERS	53	" "			<input checked="" type="checkbox"/>		HAD CANCER	Aunt
	50	" "				<input checked="" type="checkbox"/>	HAD KIDNEY TROUBLE	
	44	" "			<input checked="" type="checkbox"/>		HAD HEART TROUBLE	Uncle
CHILDREN						<input checked="" type="checkbox"/>	HAD STOMACH TROUBLE	
						<input checked="" type="checkbox"/>	HAD RHEUMATISM (Arthritis)	
	22	excellent				<input checked="" type="checkbox"/>	HAD ASTHMA, HAY FEVER, HIVES	
	20	" "				<input checked="" type="checkbox"/>	HAD EPILEPSY (Fits)	
	16	" "				<input checked="" type="checkbox"/>	COMMITTED SUICIDE	
						<input checked="" type="checkbox"/>	BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)

YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
<input checked="" type="checkbox"/>		SCARLET FEVER, ERYSIPELAS	<input checked="" type="checkbox"/>		GOITER	<input checked="" type="checkbox"/>		TUMOR, GROWTH, CYST, CANCER	<input checked="" type="checkbox"/>		"TRICK" OR LOCKED KNEE
<input checked="" type="checkbox"/>		DIPHTHERIA	<input checked="" type="checkbox"/>		TUBERCULOSIS	<input checked="" type="checkbox"/>		RUPTURE	<input checked="" type="checkbox"/>		FOOT TROUBLE
<input checked="" type="checkbox"/>		RHEUMATIC FEVER	<input checked="" type="checkbox"/>		SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>		APPENDICITIS	<input checked="" type="checkbox"/>		NEURITIS
<input checked="" type="checkbox"/>		SWOLLEN OR PAINFUL JOINTS	<input checked="" type="checkbox"/>		ASTHMA	<input checked="" type="checkbox"/>		PILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>		PARALYSIS (Inc. infantile)
<input checked="" type="checkbox"/>		MUMPS	<input checked="" type="checkbox"/>		SHORTNESS OF BREATH	<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>		EPILEPSY OR FITS
<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>		PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>		CAR, TRAIN, SEA, OR AIR SICKNESS
<input checked="" type="checkbox"/>		FREQUENT OR SEVERE HEADACHE	<input checked="" type="checkbox"/>		CHRONIC COUGH	<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>		FREQUENT TROUBLE SLEEPING
<input checked="" type="checkbox"/>		DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>		PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>		BOILS	<input checked="" type="checkbox"/>		FREQUENT OR TERRIFYING NIGHTMARES
<input checked="" type="checkbox"/>		EYE TROUBLE	<input checked="" type="checkbox"/>		HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>		VENEREAL DISEASE	<input checked="" type="checkbox"/>		DEPRESSION OR EXCESSIVE WORRY
<input checked="" type="checkbox"/>		EAR, NOSE OR THROAT TROUBLE	<input checked="" type="checkbox"/>		CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>		LOSS OF MEMORY OR AMNESIA
<input checked="" type="checkbox"/>		RUNNING EARS	<input checked="" type="checkbox"/>		FREQUENT INDIGESTION	<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>		BED WETTING
<input checked="" type="checkbox"/>		CHRONIC OR FREQUENT COLDS	<input checked="" type="checkbox"/>		STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>		NERVOUS TROUBLE OF ANY SORT
<input checked="" type="checkbox"/>		SEVERE TOOTH OR GUM TROUBLE	<input checked="" type="checkbox"/>		GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>		LAMENESS	<input checked="" type="checkbox"/>		ANY DRUG OR NARCOTIC HABIT
<input checked="" type="checkbox"/>		SINUSITIS	<input checked="" type="checkbox"/>		JAUNDICE	<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>		EXCESSIVE DRINKING HABIT
<input checked="" type="checkbox"/>		HAY FEVER	<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>		HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)

<input checked="" type="checkbox"/>	WORN GLASSES	<input checked="" type="checkbox"/>	ATTEMPTED SUICIDE
<input checked="" type="checkbox"/>	WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>	BEEN A SLEEP WALKER
<input checked="" type="checkbox"/>	WORN HEARING AIDS	<input checked="" type="checkbox"/>	LIVED WITH ANYONE WHO HAD TUBERCULOSIS
<input checked="" type="checkbox"/>	STUTTERED OR STAMMERED	<input checked="" type="checkbox"/>	COUGHED UP BLOOD
<input checked="" type="checkbox"/>	WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>	BLED EXCESSIVELY AFTER INJURY OR TOOTH EXTRACTION

22. FEMALES ONLY—A. HAVE YOU EVER—

<input type="checkbox"/>	BEEN PREGNANT	B. COMPLETE THE FOLLOWING:	
<input type="checkbox"/>	HAD A VAGINAL DISCHARGE	AGE AT ONSET OF MENSTRUATION	
<input type="checkbox"/>	BEEN TREATED FOR A FEMALE DISORDER	INTERVAL BETWEEN PERIODS	
<input type="checkbox"/>	HAD PAINFUL MENSTRUATION	DURATION OF PERIODS	
<input type="checkbox"/>	HAD IRREGULAR MENSTRUATION	DATE OF LAST PERIOD	
QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY			

23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?

One

24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS?

MONTHS **26 1/2 years**

25. WHAT IS YOUR USUAL OCCUPATION?

Investigator

26. ARE YOU (Check one)

☒ RIGHT HANDED ☐ LEFT HANDED

CLOSURE

67-109104-392

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	✓	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF: A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	✓	B. INABILITY TO PERFORM CERTAIN MOTIONS
	✓	C. INABILITY TO ASSUME CERTAIN POSITIONS
	✓	D. OTHER MEDICAL REASONS (If yes, give reasons)
	✓	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	✓	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	✓	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	✓	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
	✓	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	✓	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
✓		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	✓	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	✓	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	✓	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	✓	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge; whether honorable, other than honorable, for unfitness or unsuitability)
	✓	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

34 Typhoid fever in 1932

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

MILTON A. JONES

Milton A. Jones

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 20 thru 39)

Typhoid Fever 1932

b6
b7C

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER	DATE	SIGNATURE	NUMBER OF ATTACHED SHEETS
[Redacted]	14 JULY 65	[Redacted]	1

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

Jones, Milton A

Last

First

Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No

☒ Yes

If "yes" please specify defects.

EGB Lt (w)

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No

☐ Yes

If "yes" please specify defects.

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No
If recommendation is based on a factor other than above standard, indicate basis

67-109101-392

ENCLOSURE

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6' 1"	148 - 158	154 - 171	164 - 185
6' 2"	152 - 163	158 - 176	169 - 190
6' 3"	156 - 167	163 - 181	174 - 195
6' 4"	160 - 171	168 - 186	178 - 200
6' 5"	169 - 180	178 - 196	188 - 210
6' 6"	174 - 185	182 - 202	192 - 216

REC'D - ADMIN. DIV.
FBI
JUL 22 12 24 PM '65

4. Examinee's frame is ☐ small ☐ medium ☒ large
5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
6. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____ b6
b7C

LT (w) USN
(Signature of Medical Examiner)

(Date) 14 July 65

August 27, 1965

AUG 27 10 50 AM '65
REC'D-READING ROOM
FBI

Mr. Campbell Jones
640 Fourteenth Street
Bowling Green, Kentucky 42101

Dear Mr. Jones:

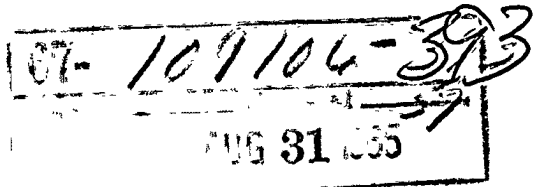
MILTON A. JONES
I understand that on September 1st you will celebrate your 90th birthday and on this most festive occasion I want to extend my heartiest best wishes and congratulations.

It is my hope you will continue to enjoy good health and that the future years will bring you an abundance of happiness.

Sincerely yours,

- 1 - Mr. DeLoach
1 - Mr. M.A. Jones

REC-144



NOTE: Mr. Jones is on the mailing list and is the father of Special Agent Milton A. Jones, Chief of the Crime Research Section. Mr. Campbell Jones is still in good health, is active in garden work and just recently gave up driving his automobile.

DCM:ems

(5)

LeP
Tolson _____
Belmont _____
Mohr _____
DeLoach _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAIL ROOM TELETYPE UNIT

19 AUG 30 1965

FERS. REC. UNIT

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
DeLoach _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Wick _____
Tele. Room _____
Gandy _____

TO : Mr. DeLoach

DATE: 12-6-65

b6
b7C

FROM : M. A. Jones

SUBJECT: GREATER ANNANDALE RECREATION
ASSOCIATION, INCORPORATED

For record purposes, you are advised that the writer was recently re-elected as a member of the Board of Directors of the above organization whose primary activity at the present time is the operation of a swimming pool in Annandale, Virginia. This is a private pool which is available only to stockholders and their guests. It has no restrictions, however, with regard to race. The only benefit received by members of the Board of Directors is that their families get free swimming privileges.

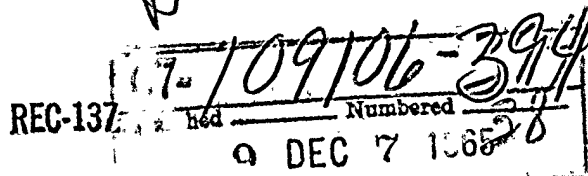
There will be no interference with my FBI work caused by being a member of the Board of Directors of this swimming pool.

RECOMMENDATION:

For information.

1 - Mr. DeLoach
1 - Mr. Callahan

MAJ:jma
(5) jma



1 DEC 9 1965

3/4 ✓

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 10-19-65

I certify that I have ☒ received ☐ returned the following Government property for official use:

Alternate Parking Permit Space 61, North Court Internal
Revenue

RETURNED

Alternate Parking Permit Space 66, North Court Internal
Revenue

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

Very truly yours

(Signature)

(Typed name)

Milton A. Jones

7-NOV 1965
7 11 22 1965

Received and
deleted from
property card
10-27-65
WEG

January 10, 1966

JAN 10 3 19 PM '66
REC'D-READING ROOM
FBI

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

b6
b7C

I want to commend you and, through you,
Special Agent [redacted]
and Messrs. [redacted] and [redacted]
for the fine work done in connection with the Bureau's
"Ten Most Wanted Fugitives" program during the past
year.

JAN 10 2 18 PM '66
REC'D-READING ROOM
FBI

The success which this highly important and
well-known program realized can be attributed in no
small measure to the diligent, industrious and compe-
tent fashion in which each of you handled his individual
responsibilities. Much credit has come to the Bureau
through this means and I want to thank you for your excel-
lent leadership and ask that you convey my appreciation
to those who assisted.

Sincerely yours,
J. Edgar Hoover

REC-140

67-109106-395	
Searched	Indexed
JAN 12 1966	

1 - Mr. Wick (Personal Attention)

Individual letters of commendation as recommended are not warranted
and copy of this letter is being placed in the files of appropriate personnel.

1 - Miss [redacted] (Sent Direct)

CTP

(9)
66-109106

Based on memo Jones to Wick 1-5-66 and addenda Special Investigative
Division 1-6-66 and Administrative Division 1-7-66 re "Ten Most Wanted
Fugitives," Commendation Matter.

Copies of this letter prepared and attached for placing in files of:

[redacted] and [redacted]

Tolson _____
DeLoach _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Wick _____
Tele. Room _____

Gandy _____

MAIL ROOM ☐

TELETYPE UNIT ☐



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	1-3-66	Crime Records

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Jamie M. Jones	Wife

Address
6911 Alpine Drive Annandale Va

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted]	

Address
6911 Alpine Drive Annandale Va

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed:

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Payment Received
Special Agents Insurance Fund

JAN 7 1966

J. Edgar Hoover, Director

143

Very truly yours;

Milton A. Jones
Special Agent

8-ecd

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 12-9-65

I certify that I have ☒ received ☐ returned the following Government property for official use:

✓ NEW TIME AND ATTENDANCE MANUAL # 310
11-16-65

RETURNED

OLD TIME AND ATTENDANCE MANUAL # 295
8-1-60

*destroyed in Pro Sent 12-9-65
jh*

FILE

3/

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

67-1111
7 DEC 15 1965

Very truly yours,

(Signature)

Milton A. Jones

(Typed name)

Milton A. Jones

42648 D-8

Name: Milton A. Jones

Title: Special Agent

EOD: 2-6-39

Grade: GS-16, \$22,331

Non-Veteran

Not on probation

ASSISTANT DIRECTOR:

Mr. Jones, a 26-year seasoned career employee, has served as Section Chief of the Crime Research Section since March, 1944. Business-like in appearance and manner, outstanding in conscientious effort and dedication to duty, he has an enormous capacity for heavy volume of work under the most difficult and tense conditions. By his personal enthusiasm and loyalty to the Bureau, his propensity for assuming responsibility and discharging huge volumes of work, he sets an outstanding example for his subordinates and commands the respect of his superiors. Since the last inspection, he and the personnel of his Section were commended by letter for their contributions in a major project and his performance rating on 3-31-65 was "Excellent." He is a most valuable reservoir of information and experience and a decided asset in the successful operations of this Division.

Rating: Excellent

CRIME RECORDS DIVISION INSPECTION
December 8, 1965
REW:mjl

See Inspector's Comments Page Two.

67-NOT RECORDED
7 JAN 4 1966

32

10-

3 Jic

rk INSPECTOR [REDACTED]
(RCH:bhg, 12/20/65)

I concur with aforementioned comments.
Mr. Jones has spent the major part of
his Bureau career in the Crime Records

Division and is thoroughly knowledgeable regarding the highly specialized
functions of this division. He has a serious, intense approach to his work and
is a dedicated, loyal employee who is completely qualified to handle his
current assignment as Section Chief.

✓

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Wick *[Signature]*

DATE: 1-21-66

b6
b7C

FROM : M. A. Jones *[Signature]*

SUBJECT: LETTER TO COLONEL JOSE G. LUKBAN
DIRECTOR, NATIONAL BUREAU OF INVESTIGATION
DEPARTMENT OF JUSTICE
MANILA, REPUBLIC OF THE PHILIPPINES

Tolson _____
DeLoach _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Wick _____
Tele. Room _____
Gandy _____

MILTON A. JONES
By letter of 1-6-66 the Legat in Manila advised that Jose G. Lukban would in the near future again be confirmed in the rank of colonel as Director of the National Bureau of Investigation in Manila. Accordingly, the Legat recommended that a letter of congratulations be sent to Lukban under his proposed new title of colonel and consequently a letter of congratulations addressing him as "Colonel Jose G. Lukban" dated January 12, 1966, was sent to him. This letter was filed and serialized as 62-59673-278 in the regular file of the National Bureau of Investigation of the Philippines. Subsequently, by letter of January 20, 1966, the Training Division sent a letter to Lukban advising him of an invitation to one of his men to the National Academy and after checking with the Bureau Mailing List in the Front Office of this Section on 1-18-66, addressed the letter to him as "Lieutenant Colonel Jose G. Lukban." The question was raised by ~~Mrs. Brown~~ as to the variation in the titles used.

MISS GANDY

A check here has revealed that on the occasion of the incoming letter of 1-6-66 together with the handling of the outgoing letter to Lukban of 1-12-66 a notation was placed on the correspondence concerning the Special Correspondents' List change made as of 1-11-66 and a Mailing List card reflecting this change was prepared at the time by Miss in the Section Front Office. The card was paperclipped to Lukban's set of Mailing List cards for appropriate checking, processing and filing in the Front Office Bureau Mailing List. The changed card was not permanently affixed and inadvertently became detached at the time the inquiry from the Training Division was answered on 1-18-66. His card listing him as Colonel Lukban is now permanently attached to his set of Mailing List Cards. Due to the extremely heavy workload of additions, deletions and changes in the Mailing List, additional available clerical personnel have been pressed into service whenever possible in order to avoid backlog. It is sincerely regretted that the current changed card inadvertently became detached and we will advise all Front Office personnel, including substitute employees, to the absolute need for attention to such matters.

b6
b7C

RECOMMENDATION:

For information.

1 - Mr. Wick *Recommend censure*

MAJ:mjl/gms *[Signature]*

(4) *Enclosure*

REC-132

67-109106-3916
SEARCHED
1 JAN 28 1966

See ADDENDUM of Administrative Division Page 2

OVER.....

M. A. Jones to Mr. Wick memo
RE: LETTER TO COLONEL JOSE G. LUKBAN

He
ADDENDUM OF THE ADMINISTRATIVE DIVISION: JIC:ped, 1/24/66:

Mr. Wick has advised that the inquiry which has been conducted regarding this dereliction has not fixed individual responsibility for it and it appears that this cannot be done. Accordingly, he recommends that Section Chief Jones be censured since he has the over-all responsibility for the proper operation of the Special Correspondents' List. In accordance therewith a letter of censure to SA Milton A. Jones is attached.

Am *ABW*
W. H. Jones

February 4, 1966

PERSONAL

Dear Mr. Jones:

You will be celebrating your
Twenty-seventh Anniversary in the Bureau's
service, and I just wanted to drop you this
note to extend my congratulations to you. I
hope the Bureau will have the benefit of your
fine services for many years to come.

Sincerely,

J. EDGAR HOOVER

REC-140

67-107106-397
2 FEB 4 1966

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

SENT FROM D. O.
TIME 8:45 AM
DATE 2/4/66
BY [Signature]

Tolson _____
DeLoach _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Wick _____
Tele. Room _____
Holmes _____
Gandy _____

JEH:edm (3)

Birthday 2/6 - Sunday

FEB 4 1966

MAIL ROOM ☐ TELETYPE UNIT ☐

✓
REC-132

January 25, 1966

PERSONAL

JAN 25 12 37 PM '66
REC'D-READING ROOM
FBI

0
Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

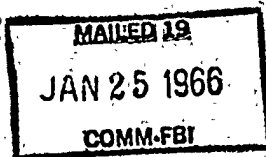
It has been found that an incorrect title was used in connection with an outgoing letter dated January 20, 1966. An inquiry into this dereliction indicates that it was due to improper operation of the Special Correspondents' List which is maintained in your section. As Section Chief, it is your responsibility to insure that this list is maintained and used in an accurate and efficient manner. Obviously, this was not the case in the above-mentioned situation.

Therefore, you should take immediate steps to correct this weakness and to make certain that such delinquencies do not again occur.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director



b6
b7C

Tolson _____
DeLoach _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Wick _____
Tele. Room _____
Gandy _____

1 - Mr. Wick (Personal Attention)

1 - Crime Records Division Personnel File 15 12 11-11
Based on M. A. Jones to Mr. Wick memo, 1/21/66, MAJ:mjl/gms
with Addendum of Administrative Division, JIC:ped, 1/24/66.

JIC:ped (5)

RECEIVED-DIRECTOR

MAIL ROOM ☐ TELETYPE UNIT ☐

Mr. Tolson	
Mr. DeLoach	
Mr. Mohr	
Mr. Wick	
Mr. Casper	
Mr. Callahan	
Mr. Conrad	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Trotter	
Tele. Room	
Miss Gandy	

b6
b7C

February 4, 1966

Honorable J. Edgar Hoover
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Thanks so much for your note of today in connection with my Twenty-seventh Anniversary. As I believe I mentioned once before, my original intention was to remain in the FBI for only 2 years. Under your inspiring leadership, however, I have now "overstayed" my original intention by 25 years. The work becomes more interesting each year and I look forward to serving under your guidance for many years to come.

Sincerely yours,

Milton A. Jones
Milton A. Jones

REC-132 67-109106-398
2 FEB 8 1966

7 FEB 10 1966

2/8/66

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: MILTON A. JONES

Where Assigned: Crime Records Crime Research Section
(Division) (Section, Unit)

Official Position Title and Grade: Special Agent--Section Chief GS-16

Rating Period: from 4/1/65 to 3/31/66

ADJECTIVE RATING: OUTSTANDING Employee's Initials _____
Outstanding, Excellent, Satisfactory, Unsatisfactory

Rated by: Robert E. Vick Assistant Director 4/1/66
Signature Title Date

Reviewed by: C. D. DeLoach Assistant to 4/1/66
Signature Title Date

Rating Approved by: J. Hoover Assistant to 4/1/66
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual

REC-136

67-109106-399
SEARCHED
INDEXED
APR 14 1966
<input type="checkbox"/> Administrative
<input type="checkbox"/> 60-Day
<input type="checkbox"/> 90-Day
<input type="checkbox"/> Transfer
<input type="checkbox"/> Separation from Service
<input type="checkbox"/> Special

138
APR 14 1966

3-1/10

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee MILTON A. JONES Title Special Agent--Section Chief
Rating Period: from 4/1/65 to 3/31/66

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
○ No opportunity to appraise performance during rating period.

Guide for determining adjective ratings:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>+</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>○</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (18) Reporting ability: <ul style="list-style-type: none"> <u>○</u> (a) Investigative reports <u>○</u> (b) Summary reports <u>+</u> (c) Memos, letters, wires (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>○</u> administrative detail.) |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>○</u> (19) Performance as a witness. |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (20) Executive ability: <ul style="list-style-type: none"> <u>+</u> (a) Leadership <u>+</u> (b) Ability to handle personnel <u>+</u> (c) Planning <u>+</u> (d) Making decisions <u>+</u> (e) Assignment of work <u>+</u> (f) Training subordinates <u>+</u> (g) Devising procedures <u>+</u> (h) Emotional stability <u>+</u> (i) Promoting high morale <u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>○</u> (21) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> <u>+</u> (a) As leader <u>+</u> (b) As participant |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> (23) Ability to work under pressure. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (24) Miscellaneous. Specify and rate: <ul style="list-style-type: none"> <u>+</u> Dictation ability |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | |
| <u>○</u> (14) Investigative ability and results: <ul style="list-style-type: none"> <u>○</u> (a) Internal security cases <u>○</u> (b) Criminal or general investigative cases <u>○</u> (c) Fugitive cases <u>○</u> (d) Applicant cases <u>○</u> (e) Accounting cases | |
| <u>○</u> (15) Physical surveillance ability. | |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Section Chief

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? No
2. Has employee used more sick leave (including annual, leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? No (If answer to either question is "yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use.
(b) Is physically fit to drive. (c) Past safe-driving record OK or has passed Bureau road test.

OUTSTANDING

ADJECTIVE RATING:

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

**MILTON A. JONES
SPECIAL AGENT
SECTION CHIEF, GS-16
EOD 2-6-39
CRIME RESEARCH SECTION
CRIME RECORDS DIVISION**

1. Mr. Jones has an outstanding personal appearance, having an athletic posture, businesslike manner, and being well-groomed at all times.
2. Sincerity of purpose and an avid interest in the welfare of the Bureau and his associates mark his personality and enable him to attain the respect of his superiors and the cooperation of his fellow workers.
3. The strongest factor in the outstanding record of Mr. Jones is his supreme dedication to duty and selfless devotion to performing the best possible job for the Bureau on every occasion. He is conscientious, loyal and dependable to a degree that is exemplary for his associates and in the best tradition of the FBI.
4. He has consistently demonstrated the rugged stamina and mental alertness necessary to perform arduous and painstaking work over a prolonged period and under heavy tension.
5. His resourcefulness and ingenuity are amply proved on a daily basis in the effective manner in which he directs the operations of the Crime Research Section in urgent projects, short deadline matters, and assignments of a highly delicate nature.
6. In carrying out his varied and complex responsibilities of a supervisory nature, he has shown the aggressiveness and forcefulness required to get the job done properly and promptly, and in this respect his burning desire for achieving perfection serves as a driving force.

7. He consistently displays sound judgment and keen perception. He has an outstanding ability to define objectives and arrive at proper conclusions, to delegate authority and "follow-up" to assure successful handling, and to produce effective results. By letter dated May 5, 1965, he and other members of his Section were commended for their splendid efforts in connection with the Bureau's part in the "Early Bird" telecast.

8. In view of the diverse projects and heavy workload under his supervision as Section Chief, Mr. Jones must necessarily exercise considerable initiative and on a continuing basis he has exhibited a marked competence in taking proper action on his own responsibility whenever appropriate or desirable.

9. In coordinating the functions of the five Units in the Crime Research Section, together with directing numerous administrative programs, this Agent has shown outstanding foresight, planning ability, and organizational talent.

10. He is a perfectionist and has a well-founded reputation for strict attention to all details and a penchant for accuracy. In view of the enormous quantity of material he reviews and the numerous details under his direction, his record in this category is outstanding, and extremely beneficial to the Bureau.

11. Mr. Jones is exceedingly industrious and consistently contributes freely and willingly of his off-duty time and effort. His constant application to his work and the results of his industry are prime reasons for his above average production.

12. On a continuous basis, in routine situations and under emergency conditions, he is an outstanding producer of top-level work with minimum supervision and with minimum time expended. His ability to handle a wide variety of supervisory duties and a heavy workload is in large measure responsible for the successful operations of his Section.

13. A 27-year seasoned career employee, Mr. Jones has attained a wide knowledge of the Bureau's policies, procedures, and operations. He constantly uses this experience for the guidance of subordinates and for the advantage of the Bureau. In this respect, he and several of the employees of the Crime Research Section were commended by letter of January 10, 1966, for their contributions to the success of the "Ten Most Wanted Fugitives" program in 1965.

14. Not applicable.

15. Not applicable.

16. He is very adept in handling the .38 caliber revolver and other weapons regularly assigned to Special Agents.

17. Not applicable.

18. In his supervisory capacity, he prepares numerous memoranda and reports, and in this field he shows remarkable clarity of thought, organization of content, and precision of language.

19. Not applicable.

20. Mr. Jones has served as a Section Chief for more than twenty years and, utilizing his experience and knowledge to the fullest extent, he has during the rating period demonstrated executive competence, leadership and the ability to get the job done to an outstanding degree.

21. Not applicable.

22. He is always alert to make suggestions for the improvement of Bureau operations and he generates interest and enthusiasm among his subordinates in submitting new ideas and useful suggestions.

23. Regardless of pressure or volume of work, this Agent handles all assignments with finesse and efficiency. He has the professional knack of operating smoothly, accurately, and with full proficiency under extremely difficult circumstances and for long periods of time.

24. He has a comprehensive vocabulary, masterful command of English rhetoric and grammar, a clear and precise voice, and is consistently rated outstanding as a dictator.

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach *DL*

DATE: 4-1-66

FROM : R. E. Wick *REW*

SUBJECT: MILTON A. JONES
SPECIAL AGENT, GS-16
EOD 2-6-39
SECTION CHIEF, CRIME RESEARCH SECTION
CRIME RECORDS DIVISION

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

SA Milton Jones has served as the head of the Crime Research Section since 1944 and he is a veritable storehouse of information and experience in connection with the functions and specialized operations of the Crime Records Division. He has a special propensity for handling enormous volumes of work, for diligence in adhering to stringent short deadlines, and for assuring that each and every assignment under his direction is properly and promptly completed. He has a legal background and is most proficient in regard to English grammar and rhetoric which are of major benefit in his primary responsibilities of reviewing and approving the voluminous material prepared in his Section. In addition to his other responsibilities, his duties include handling many administrative programs for the whole Division. During the past year, his performance has been marked by exceptional competence and individual enthusiasm for the Bureau's best interests.

This Section Chief, as noted above, on a daily basis handles an exceedingly huge amount of correspondence, urgent memoranda, manuscripts for articles, news releases, etc. During the rating period he received one letter of censure dated January 25, 1966, in connection with a review error in one piece of outgoing correspondence which was corrected before being sent out. This, of course, is in no way indicative of his attention to minute detail and accuracy and should not detract from his superior performance during the rating period.

RECOMMENDATION:

REC-131

67-109106-400
Searched _____ Numbered _____

7 APR 15 1966

That SA Milton A. Jones, Section Chief of the Crime Research Section, Crime Records Division, be approved for the "Outstanding" performance rating, which is attached.

Enclosure *DL*

- 1 - Mr. DeLoach
- 1 - Mr. Callahan

1 APR 21 1966

REW:jo

(4)

138

Callahan - Miller
4/5/66

D

JS

W

3 Apr

April 13, 1966

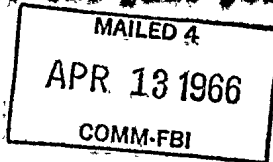
PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I am taking this occasion to advise that your superior services from April 1, 1965, to March 31, 1966, have merited an Outstanding performance rating, which has been approved by the Departmental Committee on Incentive Awards. There is enclosed a copy of this rating which you may retain.

In recognition of this achievement, I am pleased to advise of my approval of a quality within-grade salary increase in Grade GS 16 from \$22,331 per annum to \$23,000 per annum, which will be effective May 8, 1966. You have certainly earned this increase through the effective manner in which you have discharged your responsibilities throughout the past year. I am most appreciative.

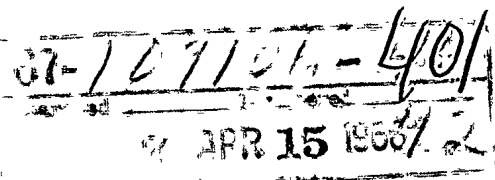


Sincerely yours,

J. Edgar Hoover

Enclosure

REC-131



1 - Mr. Wick (PERSONAL ATTENTION) Enclosures (2)

You should personally present this award but should this not be possible or should presentation be unreasonably delayed by your absence official acting for you should present it.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

- 1 - Miss [redacted]
1 - Movement
1 - Miss [redacted]
1 - Miss [redacted] (Sent Direct)
1 - Voucher - Statistical Section (Sent Direct)

b6
b7c

APR 13 1966 138
MAIL ROOM ☐ TELETYPE UNIT ☐

[Handwritten signature]

[Handwritten signature]

[Handwritten initials]

Mr. Mohr

4-5-66

N. P. Callahan

WILLIAM V. CLEVELAND
Section Chief, GS 16, \$23, 687
Special Investigative Division

ALFRED B. EDDY
Section Chief, GS 16, \$22, 331
Special Investigative Division

MILTON A. JONES
Section Chief, GS 16, \$22, 331
Crime Records Division

OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached the annual performance reports for SAs Cleveland, Eddy and Jones in which their services have been rated Outstanding for the period 4-1-65 to 3-31-66. During the current rating period no administrative action was taken against them except for SA Jones who was censured 1-25-66 for error in outgoing correspondence. On the other hand he received two commendations and was rated Excellent on his 1965 performance report. SA Cleveland received one commendation and a Quality Salary Increase effective 5-9-65 in connection with his 1965 Outstanding performance rating. SA Eddy was commended on 4 occasions, received a Quality Salary Increase effective 5-9-65 in connection with his 1965 Outstanding performance rating, and was promoted to Grade GS 16, 12-31-65. Their overtime has been satisfactory.

It is respectfully requested that these ratings be approved and that you, as the Director's Alternate on the Departmental Committee on Incentive Awards, sign both the original and the copy of each of them as the Approving Official. Thereafter they will be transmitted to the Department with other Outstanding ratings for approval by the Departmental Committee on Incentive Awards. SAs Cleveland, Eddy and Jones will then be entitled to incentive awards in the amount of \$400 as has been approved in the past for those below the level of Assistant Director who are in Grade GS 16 or above, or for a Quality Salary Increase of \$678 payable during a 52-week period. None of these men are at the top of their grades or in line for grade promotion thus the Quality Salary Increases would be more beneficial to them at this time.

19
Enclosures

LDH:jap (5)

1 - Miss [redacted]

1 - Personnel File of Alfred B. Eddy

① - Personnel File of Milton A. Jones

b6
b7C

Memorandum to Mr. Mohr
Re: William V. Cleveland
Alfred B. Eddy
Milton A. Jones
Outstanding Annual Performance Ratings

RECOMMENDATION:

That you, as Approving Official, sign the original and the copy of each of the attached Outstanding performance ratings and upon approval of these ratings by the Department, SAs Cleveland, Eddy and Jones be furnished a copy of his rating and approved for a Quality Salary Increase effective 5-8-66.

PERMANENT BRIEFS ATTACHED.

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Mohr	✓
Mr. Wick	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	✓
Mr. Felt	✓
Mr. Gale	✓
Mr. Rosen	✓
Mr. Sullivan	✓
Mr. Tavel	✓
Mr. Trotter	✓
Tele. Room	✓
Miss Gandy	✓

b6
b7C

April 14, 1966

Honorable J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

Thanks so much for your letter of April 13th advising me of my outstanding performance rating and the approval of a quality within grade salary increase. Aside from the monetary considerations involved, I want you to know that I feel this is a great honor indeed.

It has been a real pleasure to serve you under the guidance of Mr. DeLoach and Mr. Wick, and I look forward to the years ahead with a great deal of anticipation.

Sincerely yours,

M. A. Jones
M. A. Jones

SECTION CHIEF - CRIME RESEARCH SECTION

REC-137

67-167126-402
Searched _____
2 APR 19 1966

EXP-PROC.

APR 14 1966

1 APR 22 1966

39

3/er

REPORT OF MEDICAL EXAMINATION

88-108

1. LAST NAME—FIRST NAME—MIDDLE NAME Jones Milton Ankers			2. GRADE AND COMPONENT OR POSITION SA	3. IDENTIFICATION NO. 4-50-48
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION Annual	6. DATE OF EXAMINATION 7-12-66
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY CIVILIAN	10. AGENCY	11. ORGANIZATION UNIT
12. DATE OF BIRTH 1-24-13		13. PLACE OF BIRTH Monticello, Ky.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NNMC			16. OTHER INFORMATION	
17. RATING OR SPECIALTY			TIME IN THIS CAPACITY (Total)	LAST SIX MONTHS

CLINICAL EVALUATION		ABNOR-
NOR-	(Check each item in appropriate column; enter "NE" if not evaluated.)	MAL
<input checked="" type="checkbox"/>	18. HEAD, FACE, NECK, AND SCALP	
<input checked="" type="checkbox"/>	19. NOSE	
<input checked="" type="checkbox"/>	20. SINUSES	
<input checked="" type="checkbox"/>	21. MOUTH AND THROAT	
<input checked="" type="checkbox"/>	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
<input checked="" type="checkbox"/>	23. DRUMS (Perforation)	
<input checked="" type="checkbox"/>	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
<input checked="" type="checkbox"/>	25. OPHTHALMOSCOPIC	
<input checked="" type="checkbox"/>	26. PUPILS (Equality and reaction)	
<input checked="" type="checkbox"/>	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
<input checked="" type="checkbox"/>	28. LUNGS AND CHEST (Include breasts)	
<input checked="" type="checkbox"/>	29. HEART (Thrust, size, rhythm, sounds)	
<input checked="" type="checkbox"/>	30. VASCULAR SYSTEM (Varicosities, etc.)	
<input checked="" type="checkbox"/>	31. ABDOMEN AND VISCERA (Include hernia)	
<input checked="" type="checkbox"/>	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
<input checked="" type="checkbox"/>	33. ENDOCRINE SYSTEM	
<input checked="" type="checkbox"/>	34. G-U SYSTEM	
<input checked="" type="checkbox"/>	35. UPPER EXTREMITIES (Strength, range of motion)	
<input checked="" type="checkbox"/>	36. FEET	
<input checked="" type="checkbox"/>	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
<input checked="" type="checkbox"/>	38. SPINE, OTHER MUSCULOSKELETAL	
<input checked="" type="checkbox"/>	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
<input checked="" type="checkbox"/>	40. SKIN, LYMPHATICS	
<input checked="" type="checkbox"/>	41. NEUROLOGIC (Equilibrium tests under item 78)	
<input checked="" type="checkbox"/>	42. PSYCHIATRIC (Specify any personality deviation)	
<input checked="" type="checkbox"/>	43. PELVIC (Females only) (Check how done)	
		<input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

35. (L) hydrocele & ? (L)
Ing hernia

36. — Tinea Pedis
Oral chlamy core (L)
gent for

REC-147

67-109106-463	
Searched	Numbered
10 SEP 12 1966 4/1	

ENCLOSURE

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)																	
O—Restorable teeth I—Nonrestorable teeth																	
X—Missing teeth XXX—Replaced by dentures																	
(6 X 8)—Fixed bridge, brackets to include abutments																	
R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	L
I																	E
G	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	F
H																	T
T																	

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
Exam Type III
Class 2
Caries as noted

45. URINALYSIS: A. SPECIFIC GRAVITY 1.018		46. CHEST X-RAY (Place, date, film number and result)	
B. ALBUMIN Neg	D. MICROSCOPIC Eso. Neg	17513-66 - See Report	
C. SUGAR Neg	48. EKG WNL	50. OTHER TESTS GU - See Report	
47. SEROLOGY (Specify test used and result) Neg		49. BLOOD TYPE AND RH FACTOR	

MEASUREMENTS AND OTHER FINDINGS																																								
51. HEIGHT 73"		52. WEIGHT 186		53. COLOR HAIR Br Gray		54. COLOR EYES Blue		55. BUILD: (Check one) SLENDER		MEDIUM	HEAVY	OBESE	56. TEMPERATURE																											
57. BLOOD PRESSURE (Arm at heart level)								58. PULSE (Arm at heart level)																																
A. SITTING		B. RECUMBENT		C. STANDING (3 min.)		A. SITTING		B. AFTER EXERCISE		C. 2 MIN. AFTER	D. RECUMBENT	E. AFTER STANDING 3 MIN.																												
SYS. 116 DIAS. 80																																								
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION																																
RIGHT 20/25		CORR. TO 20/20		BY S.		CX		2.0m		CORR. TO .25m		BY lens																												
LEFT 20/40		CORR. TO 20/20		BY S.		CX		1.25m		CORR. TO .25m		BY lens																												
62. HETEROPHORIA (Specify distance)																																								
ES°		EX°		R. H.		L. H.		PRISM DIV.		PRISM CONV. CT		PC .PD																												
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)				UNCORRECTED																												
RIGHT LEFT				RIP 15/15								CORRECTED																												
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS TEST				69. INTRAOCULAR TENSION																												
70. HEARING				71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																												
RIGHT WV 15 /15 SV 15 /15				<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td></td> <td>250 256</td> <td>500 512</td> <td>1000 1024</td> <td>2000 2048</td> <td>3000 2896</td> <td>4000 4096</td> <td>6000 6144</td> <td>8000 8192</td> </tr> <tr> <td>RIGHT</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>LEFT</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>									250 256	500 512	1000 1024	2000 2048	3000 2896	4000 4096	6000 6144	8000 8192	RIGHT									LEFT										
	250 256	500 512	1000 1024	2000 2048	3000 2896	4000 4096	6000 6144	8000 8192																																
RIGHT																																								
LEFT																																								
LEFT WV 15 /15 SV 15 /15																																								
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY																																								

10 26 15 1962

Signature

80

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

- 1) (20) by dio scale
- 2) (?) left ing. hernia
- 3) Tinea Radi
- 4) Day chomycosis (2) grand for

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

U-Consult

77. EXAMINEE (Check)

- A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

b6

b7C

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

76. A. PHYSICAL PROFILE

P	U	L	H	E	S

B. PHYSICAL CATEGORY

A	B	C	E

79. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

80. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

REPORT OF MEDICAL HISTORY

89-103

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

1. LAST NAME—FIRST NAME—MIDDLE NAME JONES MILTON ANKERS			2. GRADE AND COMPONENT OR POSITION 730 Specialist		3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) 6911 Alpine Drive Annandale, Va. 22003			5. PURPOSE OF EXAMINATION Annual physical		6. DATE OF EXAMINATION 7-12-66
7. SEX M	8. RACE W	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY — CIVILIAN nearly 28		10. AGENCY 730	11. ORGANIZATION UNIT Cr. Rec. Div.
12. DATE OF BIRTH 1-24-13		13. PLACE OF BIRTH Monticello, Ky.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN Janne M. Jones, wife same as above	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS			16. OTHER INFORMATION		

17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)

Excellent

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other, OR HUSBAND OR WIFE)			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	90	very good			<input checked="" type="checkbox"/>		HAD TUBERCULOSIS	uncle
MOTHER	86	fair				<input checked="" type="checkbox"/>	HAD SYPHILIS	
SPOUSE	52	excellent				<input checked="" type="checkbox"/>	HAD DIABETES	
BROTHERS	54	very good			<input checked="" type="checkbox"/>		HAD CANCER	uncle
AND	31	very good				<input checked="" type="checkbox"/>	HAD KIDNEY TROUBLE	
SISTERS	46	very good			<input checked="" type="checkbox"/>		HAD HEART TROUBLE	uncle
						<input checked="" type="checkbox"/>	HAD STOMACH TROUBLE	
CHILDREN	23	excellent				<input checked="" type="checkbox"/>	HAD RHEUMATISM (Arthritis)	
	21	excellent				<input checked="" type="checkbox"/>	HAD ASTHMA, HAY FEVER, RIVES	
	17	excellent				<input checked="" type="checkbox"/>	HAD EPILEPSY (Fits)	
						<input checked="" type="checkbox"/>	COMMITTED SUICIDE	
						<input checked="" type="checkbox"/>	BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)

YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
<input checked="" type="checkbox"/>		SCARLET FEVER, ERYSIPELAS	<input checked="" type="checkbox"/>		GOITER	<input checked="" type="checkbox"/>		TUMOR, GROWTH, CYST, CANCER	<input checked="" type="checkbox"/>		"TRICK" OR LOCKED KNEE
<input checked="" type="checkbox"/>		DIPHTHERIA	<input checked="" type="checkbox"/>		TUBERCULOSIS	<input checked="" type="checkbox"/>		RUPTURE	<input checked="" type="checkbox"/>		FOOT TROUBLE
<input checked="" type="checkbox"/>		RHEUMATIC FEVER	<input checked="" type="checkbox"/>		SOAKING SWEATS (Night sweats)	<input checked="" type="checkbox"/>		APPENDICITIS	<input checked="" type="checkbox"/>		NEURITIS
<input checked="" type="checkbox"/>		SWOLLEN OR PAINFUL JOINTS	<input checked="" type="checkbox"/>		ASTHMA	<input checked="" type="checkbox"/>		PILES OR RECTAL DISEASE	<input checked="" type="checkbox"/>		PARALYSIS (Inc. infantile)
<input checked="" type="checkbox"/>		MUMPS	<input checked="" type="checkbox"/>		SHORTNESS OF BREATH	<input checked="" type="checkbox"/>		FREQUENT OR PAINFUL URINATION	<input checked="" type="checkbox"/>		EPILEPSY OR FITS
<input checked="" type="checkbox"/>		WHOOPING COUGH	<input checked="" type="checkbox"/>		PAIN OR PRESSURE IN CHEST	<input checked="" type="checkbox"/>		KIDNEY STONE OR BLOOD IN URINE	<input checked="" type="checkbox"/>		CAR, TRAIN, SEA, OR AIR SICKNESS
<input checked="" type="checkbox"/>		FREQUENT OR SEVERE HEADACHE	<input checked="" type="checkbox"/>		CHRONIC COUGH	<input checked="" type="checkbox"/>		SUGAR OR ALBUMIN IN URINE	<input checked="" type="checkbox"/>		FREQUENT TROUBLE SLEEPING
<input checked="" type="checkbox"/>		DIZZINESS OR FAINTING SPELLS	<input checked="" type="checkbox"/>		PALPITATION OR POUNDING HEART	<input checked="" type="checkbox"/>		BOILS	<input checked="" type="checkbox"/>		FREQUENT OR TERRIFYING NIGHTMARES
<input checked="" type="checkbox"/>		EYE TROUBLE	<input checked="" type="checkbox"/>		HIGH OR LOW BLOOD PRESSURE	<input checked="" type="checkbox"/>		VENEREAL DISEASE	<input checked="" type="checkbox"/>		DEPRESSION OR EXCESSIVE WORRY
<input checked="" type="checkbox"/>		EAR, NOSE OR THROAT TROUBLE	<input checked="" type="checkbox"/>		CRAMPS IN YOUR LEGS	<input checked="" type="checkbox"/>		RECENT GAIN OR LOSS OF WEIGHT	<input checked="" type="checkbox"/>		LOSS OF MEMORY OR AMNESIA
<input checked="" type="checkbox"/>		RUNNING EARS	<input checked="" type="checkbox"/>		FREQUENT INDIGESTION	<input checked="" type="checkbox"/>		ARTHRITIS OR RHEUMATISM	<input checked="" type="checkbox"/>		BED WETTING
<input checked="" type="checkbox"/>		CHRONIC OR FREQUENT COLDS	<input checked="" type="checkbox"/>		STOMACH, LIVER OR INTESTINAL TROUBLE	<input checked="" type="checkbox"/>		BONE, JOINT, OR OTHER DEFORMITY	<input checked="" type="checkbox"/>		NERVOUS TROUBLE OF ANY SORT
<input checked="" type="checkbox"/>		SEVERE TOOTH OR GUM TROUBLE	<input checked="" type="checkbox"/>		GALL BLADDER TROUBLE OR GALL STONES	<input checked="" type="checkbox"/>		LAMENESS	<input checked="" type="checkbox"/>		ANY DRUG OR NARCOTIC HABIT
<input checked="" type="checkbox"/>		SINUSITIS	<input checked="" type="checkbox"/>		JAUNDICE	<input checked="" type="checkbox"/>		LOSS OF ARM, LEG, FINGER, OR TOE	<input checked="" type="checkbox"/>		EXCESSIVE DRINKING HABIT
<input checked="" type="checkbox"/>		HAY FEVER	<input checked="" type="checkbox"/>		ANY REACTION TO SERUM, DRUG OR MEDICINE	<input checked="" type="checkbox"/>		PAINFUL OR "TRICK" SHOULDER OR ELBOW	<input checked="" type="checkbox"/>		HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)

<input checked="" type="checkbox"/>	WORN GLASSES	<input checked="" type="checkbox"/>	ATTEMPTED SUICIDE
<input checked="" type="checkbox"/>	WORN AN ARTIFICIAL EYE	<input checked="" type="checkbox"/>	BEEN A SLEEP WALKER
<input checked="" type="checkbox"/>	WORN HEARING AIDS	<input checked="" type="checkbox"/>	LIVED WITH ANYONE WHO HAD TUBERCULOSIS
<input checked="" type="checkbox"/>	STUTTERED OR STAMMERED	<input checked="" type="checkbox"/>	COUGHED UP BLOOD
<input checked="" type="checkbox"/>	WORN A BRACE OR BACK SUPPORT	<input checked="" type="checkbox"/>	bled excessively after injury or tooth extraction

22. FEMALES ONLY: A. HAVE YOU EVER—

<input checked="" type="checkbox"/>	BEEN PREGNANT	AGE AT ONSET OF MENSTRUATION
<input checked="" type="checkbox"/>	HAD A VAGINAL DISCHARGE	INTERVAL BETWEEN PERIODS
<input checked="" type="checkbox"/>	BEEN TREATED FOR A FEMALE DISORDER	DURATION OF PERIODS
<input checked="" type="checkbox"/>	HAD PAINFUL MENSTRUATION	DATE OF LAST PERIOD
<input checked="" type="checkbox"/>	HAD IRREGULAR MENSTRUATION	QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY

23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS?

one

24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS?

MONTHS 27 + years

25. WHAT IS YOUR USUAL OCCUPATION?

Sp. agent, 730

26. ARE YOU (Check one)

☒ RIGHT HANDED ☐ LEFT HANDED

ENCLOSURE

67-109100-403

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
	<input checked="" type="checkbox"/>	27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:
	<input checked="" type="checkbox"/>	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	<input checked="" type="checkbox"/>	B. INABILITY TO PERFORM CERTAIN MOTIONS
	<input checked="" type="checkbox"/>	C. INABILITY TO ASSUME CERTAIN POSITIONS
	<input checked="" type="checkbox"/>	D. OTHER MEDICAL REASONS (If yes, give reasons)
	<input checked="" type="checkbox"/>	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	<input checked="" type="checkbox"/>	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	<input checked="" type="checkbox"/>	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
	<input checked="" type="checkbox"/>	32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	<input checked="" type="checkbox"/>	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
	<input checked="" type="checkbox"/>	34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	<input checked="" type="checkbox"/>	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	<input checked="" type="checkbox"/>	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	<input checked="" type="checkbox"/>	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	<input checked="" type="checkbox"/>	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge; whether honorable, other than honorable, for unfitness or unsuitability)
	<input checked="" type="checkbox"/>	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

checked for when a boy
and typhoid fever in 1933 when
in college
badly torn finger - sewed
up at Fairfax Hospital, Alexandria,
VA - about 2 years ago

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.
I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

MILTON A. JONES

SIGNATURE

Milton A. Jones

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 29 thru 39)

Usual infectious disease + typhoid fever. UCD

b6
b7C

TYPED OR PRINTED NAME

OR EXAMINED

DATE

7/12/66

SIGNATURE

NUMBER OF ATTACHED SHEETS

PATIENT'S LAST NAME FIRST NAME-- MIDDLE NAME

Jones, Milton Ankers

73" 186

(Above space for mechanical imprinting, if used)

REGISTER NO.

FBI

WARD NO.

STAFF CLINIC

AGE

SEX

(Check one)

53

M

☐ BEDSIDE, WHEELCHAIR, OR STRETCHER

☐ BED

☐ PATIENT

☐ AMBULATORY

EXAMINATION REQUESTED

REQUESTED BY

DATE OF REQUEST

7-12-66

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

FILM NO.

17513-106

DATE OF REPORT

7-12-66

RADIOGRAPHIC REPORT

SINGLE PA PROJECTION OF THE CHEST shows no evidence of active disease in the chest at this time. Incidentally noted is evidence of old healed rib fractures involving the 6th, 7th, 8th and 9th ribs on the right, posterolaterally.

b6

b7C

LCDR MC USN

16804-65-

(Signature)

SIGNATURE: (Specify location of laboratory if not part of requesting facility)

Standard Form 519A (Rev. Aug. 1954)
Promulgated by Bureau of the Budget

Circular A-32 (Rev.)

RADIOGRAPHIC REPORT

519-205

NAME OF HOSPITAL OR OTHER MEDICAL FACILITY

ENCLOSURE

67-107186-493

CLINICAL RECORD

CONSULTATION SHEET

REQUEST		
TO: <u>C-4</u>	FROM: (Requesting ward, unit, or activity) <u>T-17</u>	DATE OF REQUEST <u>7/12/66</u>
REASON FOR REQUEST (Complaints and findings)		

53 y FBI agent w (L) hydro-
coele & ? L.H. Please evaluate

PROVISIONAL DIAGNOSIS

DOCTOR'S SIGNATURE <u>J. Jones</u>	APPROVED	PLACE OF CONSULTATION <input type="checkbox"/> BEDSIDE <input type="checkbox"/> ON CALL	<input type="checkbox"/> EMERGENCY <input checked="" type="checkbox"/> ROUTINE
CONSULTATION REPORT			

8-30-66 Asymptomatic hydrocoel
O testis, transilluminates, testis unen.

Recurrent observation 6 mos to
1 yri. - no surgery as long as
it remains asymptomatic

b6
b7C

(Continued on reverse side)

SIGNATURE AND TITLE	DATE	IDENTIFICATION NO.	ORGANIZATION
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO.

Jones, M. A.

SA-FBI

4-50-48

ENCLOSURE

CONSULTATION SHEET
Standard Form 513
513-104-02

7-107106-403

Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner

Name of Examinee
(Type or print)

Jones M A
Last First Middle

The following portions of the attached examination report form need not be completed:

2	14	68
3	17	69
4	62	72
9	65	76
11	67	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

- Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?
☒ No ☐ Yes If "yes" please specify defects. _____
- Does examinee have any defects prohibiting safe operation of motor vehicles?
☒ No ☐ Yes If "yes" please specify defects. _____
- For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No
If recommendation is based on a factor other than above standard, indicate basis _____

~~NOTED~~

2tb

65-109106-403

SEP 7 8 54 AM '66

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5' 4"	117 - 125	123 - 135	131 - 148
5' 5"	120 - 129	126 - 139	134 - 152
5' 6"	124 - 133	130 - 143	138 - 157
5' 7"	128 - 137	134 - 148	143 - 162
5' 8"	132 - 141	138 - 152	147 - 166
5' 9"	136 - 146	142 - 156	151 - 170
5' 10"	140 - 150	146 - 161	155 - 175
5' 11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6' 1"	152 - 163	158 - 176	169 - 190
6' 2"	156 - 167	163 - 181	174 - 195
6' 3"	160 - 171	168 - 186	178 - 200
6' 4"	169 - 180	178 - 196	188 - 210
6' 5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large
5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient
6. Under proper medical supervision, examinee should ☐ lose _____ pounds
☐ gain _____ pounds

Remarks: _____

b6
b7c

(Signature) _____

(Date) 7/14/66

FEDERAL BUREAU OF INVESTIGATION

NAME: LAST, FIRST, MIDDLE

JONES MILTON A

SOCIAL SECURITY NUMBER

224-60-2482

NOTIFICATION OF BASIC CHANGE

CODE - NATURE OF ACTION

<input checked="" type="checkbox"/> 892 - QUALITY INCREASE	<input type="checkbox"/> 896 - ADMIN. PAY INCREASE
<input type="checkbox"/> 893 - WITHIN GRADE INCREASE	<input type="checkbox"/> 897 - ADMIN. PAY DECREASE
<input type="checkbox"/> 894 - PAY ADJUSTMENT	OTHER (SPECIFY IN REMARKS)

EFFECTIVE DATE

5/ 8/66

DATE OF LAST EQUIV. INCR.

GRADE OR LEVEL

GS-16

STEP OR RATE

STEP 6

OLD SALARY

\$22,331.00

NEW SALARY

\$23,009.00

DATA ON UNPAID ABSENCE

PERIOD(S)	TOTAL EXCESS	IN PAY STATUS AT END OF WAITING PERIOD	INITIALS
		YES	JPH

☒ EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

☐ EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER.

REMARKS:

67-NOT RECORDED
27 MAY 18 1966

J. Edgar Hoover

JOHN EDGAR HOOVER
DIRECTOR

5/ 5/66
(DATE)

PERSONNEL FILE COPY

UNITED STATES GOVERNMENT

Memorandum

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

TO : Mr. Wick *Wick*

DATE: 12-13-66

FROM : M. A. Jones *M. A. Jones*

SUBJECT: ROOM KEYS
CRIME RESEARCH SECTION

JONES, MILTON ANKERS

Property inventory records maintained in the Administrative Division still list one key to room 4230 and one key to room 4233 as being charged to me. Actually, during the period in March, 1962, when all Bureau room keys for space in the Justice Building were recalled, these two particular keys were turned in. By memorandum dated 3-14-62, from C. D. DeLoach to Mr. Callahan captioned "Keys, Space in Crime Research Section, Crime Records Division" (66-19006-64) it was reported that all keys to the space of this Section on the fourth and fifth floors of the Justice Building had been turned in. The two keys mentioned above were included in this bulk of keys turned at that time. In the mass recording and large volume of paper work connected with this project at that time it appears that the return of the keys to room 4230 and room 4233 were inadvertently not recorded in the property records. Accordingly, this memorandum is for the purpose of recording the fact that the above cited two keys have been previously returned.

RECOMMENDATION:

For information.

- 1 - Mr. Wick
- 1 - Mr. Callahan

MAJ:klg
(5)

WTB

OK 1/4/67

*Deleted from
Property 7
114-67*

REC-146

67-109106-4104	
Searched _____	Numbered _____
JAN 6 1967	
14 JAN 5 1967	

*File in Personnel File of
M. A. Jones*

JAN 10 1967

3/ee
FERS-REC-UNIT

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

(12-8-66)

returned
I certify that I have ~~received~~ the following Government property for official use:
returned

KLAN ORGANIZATIONS, Sec. III 1958-1964, Copy # 24

FILE

31/135

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

Very truly yours,

(Signature)

M.A. Jones

MILTON A. JONES

(Typed name)

67-1047-1000
NOT RECORDED

5 DEC 19 1966

38

Name: Milton A. Jones

Title: Special Agent

EOD: 2-6-39

Grade: GS-16, \$23,425

Non-Veteran

Not on probation

ASSISTANT DIRECTOR:

Mr. Jones has over 27 years' experience in the Bureau and has served as the Section Chief of the Crime Research Section since March, 1944. He has a very special ability for handling a tremendous volume of work, extreme diligence in adhering to stringent short deadlines and a personal dedication for assuring that each and every assignment under his direction is properly and promptly completed. Since the last inspection his performance has been marked by exceptional competence and personal enthusiasm for the Bureau's best interests and he has been an outstanding example for his fellow workers. His performance rating on 3-31-66 was "Outstanding." By virtue of his flair for the specialized work of this Division and his wide experience, he is a most valuable asset to the Bureau.

Rating: Outstanding

CRIME RECORDS DIVISION INSPECTION
December 5, 1966
REW:llm/jma

67-NOT RECORDED
19 DEC 19 1966

See Inspector's Comments Page Two.

10 ~~2~~
3 JTC

MA
INSPECTOR [REDACTED]
(GWH:bhg, 12/13/66)

Mr. Jones presents a substantial, mature appearance, has a serious personality and indicates a deep dedication to those phases of the Bureau's work handled in his section. He is extremely knowledgeable concerning the work of the Crime Research Section, having been assigned to the Crime Records Division since 1940. He has no problems. He appears fully qualified to continue in his current capacity.

FEDERAL BUREAU OF INVESTIGATION

NAME: LAST, FIRST, MIDDLE

JAMES MILTON

SOCIAL SECURITY NUMBER

224-63-2482

NOTIFICATION OF BASIC CHANGE

CODE - NATURE OF ACTION:

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

892 - QUALITY INCREASE

893 - WITHIN GRADE INCREASE

894 - PAY ADJUSTMENT

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

896 - ADMIN. PAY INCREASE

897 - ADMIN. PAY DECREASE

OTHER (SPECIFY IN REMARKS)

EFFECTIVE DATE

12/ 4/66

DATE OF LAST EQUIV. INCR.

12/ 6/64

GRADE OR LEVEL

STEP OR RATE

OLD SALARY

NEW SALARY

GS-16

STEP 7

\$23,425.00

\$24,025.00

DATA ON UNPAID ABSENCE

PERIOD(S)	TOTAL EXCESS	IN PAY STATUS AT END OF WAITING PERIOD	INITIALS
		YES	<i>[Signature]</i>

☒

EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

☐

EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER.

REMARKS:

67-NOT RECORDED
13 DEC 21 1966

JOHN EDGAR HOOVER
DIRECTOR

11/23/66
(DATE)

PERSONNEL FILE COPY



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner:

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	10-21-66	Dist 8

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Fannie M. Jones	Wife

Address
6911 Alpine Drive, Annandale, Va 22003

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address
6911 Alpine Drive Annandale, Va. 22003

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Very truly yours,

Payment Received
Special Agents Insurance Fund

OCT 31 1966

J. Edgar Hoover, Director

Milton A. Jones
Special Agent

8-001

February 6, 1967

PERSONAL

Dear Jones:

This is your Twenty-eighth Anniversary in the Bureau and I wanted to extend my congratulations to you. I hope you will enjoy the day and that the Bureau will have the benefit of your fine services for many years to come.

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

REC-137

Anniversary 2/6 - Monday

JEH:edm (3)

67-109106-1465	
Searched	Index
1 FEB 8 1967	

SENT FROM D. O.	
TIME	8 40 AM
DATE	2/6/67
BY	123

b6
b7C

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

7 FEB 10 1967

MAIL ROOM ☐ TELETYPE UNIT ☐

April 11, 1967

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Jones:

It is indeed a pleasure to inform you that the exemplary manner in which you have discharged your responsibilities during the past year has merited the approval of a quality within-grade salary increase.

This increase, effective May 7, 1967, is from \$24,095 per annum to \$24,765 per annum in Grade GS 16. I wish to personally commend you for your conscientious devotion to the work of the Bureau.

Sincerely,

J. Edgar Hoover

REC-134

67-109106-466	
Searched	Numbered
7	42

MAILED 19
APR 11 1967
COMM-FBI

1 - Mr. Wick (PERSONAL ATTENTION) Enclosure

You should personally present this award but should this not be possible or should presentation be unreasonably delayed by your absence official acting for you should present it.

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

1 - Movement

1 - [redacted]

1 - [redacted]

1 - [redacted] (Sent Direct)

1 - Voucher - Statistical Section (Sent Direct)

MAIL ROOM ☐ TELETYPE UNIT ☐

sab* (9)

103A-10324

Mr. Callahan

4-6-67

J. B. Adams

**QUALITY SALARY INCREASES
INVESTIGATIVE PERSONNEL
CRIME RECORDS DIVISION**

Mr. Wick has recommended six agents from his division for Quality Salary Increases in connection with the submission of their 1967 annual performance reports. These are in addition to four Outstanding ratings recommended for personnel in the Crime Records Division. These men were rated excellent or outstanding on all items in their current performance reports and received over-all adjective ratings of Excellent. Mr. Wick in justification certified that they have performed the most important functions of their positions in a manner which substantially exceeds the normal requirement; their work has been highly effective; this exceptional high level of effectiveness has been sustained during the rating period and is expected to continue indefinitely; and when viewed as a whole their performances merit a faster than normal salary advancement.

In addition to the foregoing, they are completely available and their overtime has been satisfactory. There follow additional specific comments regarding each for the past year.

SA Lawrence J. Heim - EOD 3-3-47, GS 15, \$21,192. No censures and received Quality Salary Increase effective 5-8-66 for sustained above-average performance during previous year.

✓ SA Milton A. Jones - EOD 2-6-39, GS 16, \$24,095. No censures and received Quality Salary Increase effective 5-8-66 in connection with 1966 Outstanding performance report.

SA [redacted] - EOD 2-4-52, GS 14, \$16,152. No censures and commended twice.

SA Donald C. Morrell - EOD 8-18-47, GS 15, \$19,978. He was censured 5-11-66 as he prepared an outgoing communication which contained inaccurate information. Commended on two occasions.

SA [redacted] - EOD 1-22-51, GS 14, \$17,198. He was censured 7-8-66 for correspondence error. Commended once through superior.

SA [redacted] - EOD 10-13-47, GS 15, \$20,585. Commended once. No censures.

Enclosures

LDH:jap (9)

1 - Miss [redacted]

1 - Personnel file of each agent listed

b6
b7C

b6
b7C

b6
b7C

Memorandum to Mr. Callahan
Re: Quality Salary Increases
Investigative Personnel
Crime Records Division

A careful review of information submitted by Mr. Wick, including performance reports and agents' personnel files, indicates that Quality Salary Increases are justified and would be more suitable recognition for their superior performances than cash awards under the Incentive Awards Program.

b6

b7C

RECOMMENDATION:

That SAs Lawrence J. Helm, Milton A. Jones, [redacted]
[redacted], Donald C. Morrell, [redacted] and [redacted]
[redacted] be approved for Quality Salary Increases effective 5-7-67.

PERMANENT BRIEFS ATTACHED.



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$10, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	3-10-67	Cr. Records

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Jamie M. Jones	Wife
Address: 6917 Alpine Drive Annandale, VA	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address: 6917 Alpine Drive Annandale, VA
--

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents:

Name (primary beneficiary; use given first name if female)	Relationship
Address	
Name (contingent beneficiary, if desired; use given first name if female)	Relationship
Address	

Very truly yours,

Payment Received
Special Agents Insurance Fund

MAR 15 1967

J. Edgar Hoover, Director

Special Agent

8-ecd

(37)

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: Milton A. JonesWhere Assigned: Crime Records Crime Research Section
(Division) (Section, Unit)Official Position Title and Grade: Special Agent - Section Chief, GS-16Rating Period: from 4-1-66 to 3-31-67ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
InitialsM A JRated by: R. E. Wick Assistant Director 3-31-67
Signature Title DateReviewed by: _____
Signature TitleRating Approved by: [Signature] Assistant Director MAR 31 1967
Signature Title Date

TYPE OF REPORT

☒ Official
☒ Annual☐ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special62
ADD 1 0 1037

Title	67-109106-407
Date	10 APR 17 1967
Searched	21

3-7-67

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones Title Special Agent - Section Chief
Rating Period: from 4-1-66 to 3-31-67

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>E</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>0</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (18) Reporting ability: <ul style="list-style-type: none"> <u>0</u> (a) Investigative reports <u>0</u> (b) Summary reports <u>+</u> (c) Memos, letters, wires (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>0</u> (19) Performance as a witness. |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (20) Executive ability: <ul style="list-style-type: none"> <u>+</u> (a) Leadership <u>+</u> (b) Ability to handle personnel <u>+</u> (c) Planning <u>+</u> (d) Making decisions <u>+</u> (e) Assignment of work <u>+</u> (f) Training subordinates <u>+</u> (g) Devising procedures <u>+</u> (h) Emotional stability <u>+</u> (i) Promoting high morale <u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>0</u> (21) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> <u>0</u> (a) As leader <u>+</u> (b) As participant |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> (23) Ability to work under pressure. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (24) Miscellaneous. Specify and rate: <ul style="list-style-type: none"> <u>+</u> Dictation ability |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | |
| <u>0</u> (14) Investigative ability and results: <ul style="list-style-type: none"> <u>0</u> (a) Internal security cases <u>0</u> (b) Criminal or general investigative cases <u>0</u> (c) Fugitive cases <u>0</u> (d) Applicant cases <u>0</u> (e) Accounting cases | |
| <u>0</u> (15) Physical surveillance ability. | |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Section Chief - Crime Research Section

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Administrator, Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? No (If answer to either question is "yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use.
(b) Is physically fit to drive. (c) Past safe-driving record OK or has passed Bureau road test.

ADJECTIVE RATING:

EXCELLENT

EMPLOYEE'S INITIALS

Outstanding, Excellent, Satisfactory, Unsatisfactory

MBJ

NARRATIVE COMMENTS


1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Jones has an outstanding personal appearance, being always neat and well-groomed and businesslike in manner.
2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

N. A.

3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION: He is in excellent physical condition and there are no physical limitations on his ability or affecting his performance of duty.

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

He has achieved a remarkable reputation for a capacity to handle a heavy volume of work under extremely high tension and pressure with utmost accuracy and attention to details. He displays extreme diligence in assuring completion of work upon deadlines, executive ability in administering the numerous responsibilities of his position, and contributes to a great extent in the effective operations of this Division through his experience and personal enthusiasm as the head of the Crime Research Section. In this capacity he makes assignments to and supervises the work of 19 Special Agents in six units. His responsibilities are noteworthy in regard to heavy volumes of work, urgent deadlines, delicate nature of assignments, daily decisions in regard to important Bureau operations, and need for wide and varied knowledge. In all these respects over a sustained period of time he has amply demonstrated skill, dedication and competence.



Initials

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED: Although he has not received any Incentive Awards or letters of commendations during the rating period, he was regarded very highly for his ability and work during the inspection of the Crime Records Division in December, 1966.
6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)
He received no disciplinary action during the rating period.

7. PARTICIPATION IN INFORMANT PROGRAMS:

N. A.

8. TESTIFYING EXPERIENCE AND ABILITY:

N. A.

9. ACCOUNTING INFORMATION:

N. A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.



Initials

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N. A.

13. FOREIGN LANGUAGE ABILITY:

Language in which proficient None

Completed language school ☐ Yes ☒ No

Fluent in _____ language to extent Agent can handle typical investigative problems as follows: (1) Conversation form ☐ Yes ☐ No

(2) Written form ☐ Yes ☐ No

Evaluate language proficiency in each phase as excellent, very good, good, fair, or unsatisfactory

Language

Read

Write

Speak

Understand

Frequency _____ language ability used during rating period:

Frequency of use of _____ language ability anticipated during ensuing year:

14. ADMINISTRATIVE ADVANCEMENT:

(a) Agent is interested in administrative advancement. ☒ Yes ☐ No

(b) Agent is completely available for administrative advancement. ☒ Yes ☐ No

(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. ☒ Yes ☐ No

(d) If answer to (c) is "Yes," Agent's qualifications are considered
☐ very good ☒ excellent ☐ outstanding

(e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.) ☐ Yes ☐ No

MAZ
Initials

UNITED STATES GOVERNMENT

Memorandum

b6
b7C

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

TO : Mr. DeLoach

DATE: 3-31-67

FROM : R. E. Wick

SUBJECT: MILTON A. JONES
EOD 2-6-39.
SPECIAL AGENT, GS-16
SECTION CHIEF, CRIME RESEARCH SECTION
CRIME RECORDS DIVISION

SA Milton A. Jones is a twenty-eight-year career employee and he has served as the head of the Crime Research Section since 1944. His staunch personal dedication to duty, enthusiasm for assuming responsibility, and facility in discharging enormous volumes of work are well documented by his record. During the past year he has continued to handle on a daily basis an exceedingly huge amount of correspondence, expedite special projects, as well as other urgent memoranda with great diligence and attention to accuracy and details. On many occasions he has made on the spot changes and has furnished valuable suggestions for the improvement of the operations of his Section.

During the entire rating period his work has been of exceptionally high quality, beyond the normal requirements, and sustained. Under the circumstances it is felt that his splendid performance and contributions to the efficiency of the Bureau merit a faster-than-normal salary advancement and a quality within-grade salary increase appears to be more suitable recognition than a lump sum cash award under the Incentive Awards Program.

RECOMMENDATION:

That the attached performance rating of "Excellent" be approved and that SA Milton A. Jones, Section Chief, Crime Research Section, be considered for a quality within-grade salary increase in recognition of his sustained superior performance.

Enclosure

1 - Mr. Callahan

REW:ksf

(3)

Memo Add memo to Callahan #6-67 D.H. Jop

R256

W 3/28

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Mohr	✓
Mr. Wick	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	
Mr. Felt	
Mr. Gale	
Mr. Rosen	
Mr. Sullivan	
Mr. Tavel	
Mr. Trotter	
Tele. Room	
Miss Gandy	

b6
b7C

April 12, 1967

Mr. J. Edgar Hoover
Director
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Hoover:

I was highly pleased to receive this morning
from Mr. Wick your letter of April 11th advising of a within
grade salary increase.

Aside from the monetary considerations involved,
such a letter and your commendation mean a great deal to me
as an expression of confidence in my efforts in helping to carry
on the Bureau's work. It is a real pleasure to work under your
leadership and that of Mr. Wick and Mr. DeLoach.

Sincerely yours,

Milton A. Jones

Milton A. Jones

SECTION CHIEF - CRIME RESEARCH SECTION

EXP. PROC.

APR 12 1967

REC-139

67-169106-409	
Searched	Numbered
4 APR 14 1967	

62 APR 18 1967

3-108

PERS. REC. UNIT

June 19, 1967

b6
b7C

Mr. [REDACTED]
6911 Alpine Drive
Annandale, Virginia 22003

Dear Mr. Jones:

I understand you graduated magna cum laude from Hampden-Sydney College recently and that you were also elected to the Phi Beta Kappa honor society. These accomplishments are splendid and I want to extend my congratulations to you.

The world of today sorely needs young men like you, whose college attainments are outstanding, and I want to wish you every success in your future endeavors.

REC-136
Sincerely yours,
J. Edgar Hoover

109/16-410
252

✓

b6
b7C

- 1 - Mr. Wick (sent with cover memo)
1 - Mr. DeLoach (sent with cover memo)

NOTE: See R. E. Wick to DeLoach memo dated 6/16/67, captioned [REDACTED] of M. A. Jones."

BMS:klg/dse
(5)

JUN 26 1967

MAIL ROOM ☐ TELETYPE UNIT ☐

B I
JUN 20 1967

Wes

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Holmes _____
Gandy _____

MAILED 30
JUN 19 1967
COMM-FBI

Lab



UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA <u>MILTON A. JONES</u>	<u>6-1-67</u>	<u>C.R. RECORDS</u>
The following person is designated as my beneficiary for Special Agents Insurance Fund:		
Name (primary beneficiary; use given first name if female)	Relationship b6 b7C	
<u>Hannie M. Jones</u>	<u>wife</u>	
Address:		
<u>6911 Alpine Drive Annandale, VA 22003</u>		
Name (contingent beneficiary; use given first name if female)	Relationship	
[Redacted]		
Address:		
<u>6911 Alpine Drive Annandale, VA 22003</u>		
Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, the entire following portion must be executed.		
The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.		
Name (primary beneficiary; use given first name if female)	Relationship	
Address:		
Name (contingent beneficiary, if desired; use given first name if female)	Relationship	
Address:		

Very truly yours,

Payment Received
Special Agents Insurance Fund

JUN 8 1967

J. Edgar Hoover, Director

Milton A. Jones
Special Agent

8-c3d

FEDERAL BUREAU OF INVESTIGATION

NAME: LAST, FIRST, MIDDLE

SOCIAL SECURITY NUMBER

NOTIFICATION OF BASIC CHANGE

CODE - NATURE OF ACTION,

EFFECTIVE DATE

DATE OF LAST EQUIV. INCR.

☐ 892 - QUALITY INCREASE

☐ 896 - ADMIN. PAY INCREASE

☐ 893 - WITHIN GRADE INCREASE

☐ 897 - ADMIN. PAY DECREASE

☐ 894 - PAY ADJUSTMENT

☐ OTHER (SPECIFY IN REMARKS)

GRADE OR LEVEL

STEP OR RATE

OLD SALARY

NEW SALARY

DATA ON UNPAID ABSENCE

PERIOD(S)

TOTAL EXCESS

IN PAY STATUS AT END OF WAITING PERIOD

INITIALS

J. Edgar Hoover

☐ EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

☐ EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER.

REMARKS:

67-NOT RECORDED
14 MAY 16 1967

JOHN EDGAR HOOVER
DIRECTOR

PERSONNEL FILE COPY

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Wick

DATE: 6/21/67

b6
b7C

FROM : M. A. Jones

SUBJECT: CORRESPONDENCE MATTERS
ERROR PROGRAM

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

In connection with a letter dated 6/5/67 to [redacted]
[redacted] enclosing photographs, the legend card
for one of the photographs set forth the name [redacted]
[redacted] incorrectly through capitalization of [redacted]"

In the absence of the dictating Agent, the letter and legend
cards were reviewed by SA Milton A. Jones.

RECOMMENDATION

That this matter be referred to the Administrative Division
for an appropriate letter to SA Jones. Proposed letter of censure
attached.

Enclosure

- 1 - Mr. Wick
- 1 - Mr. Callahan

MAJ:mls
(6) *mes*

REC-134

67-109106-4411	
Searched	27
JUN 27 1967	

Wick

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach *pro*

DATE: 6-16-67

FROM : R. E. Wick *Wick*

SUBJECT:
 OF M. A. JONES

Tolson _____
DeLoach _____
Mohr _____
Wick *Wick*
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

b6
b7C

b6
b7C

I have just learned that of M. A. Jones, Chief of Crime Research Section, graduated magna cum laude from Hampden-Sydney College recently and was also elected to the Phi Beta Kappa honor society. He was in the very top bracket of his class as only two students received suma cum laude and five received magna cum laude. He majored in physics.

b6
b7C

As Hampden-Sydney College is one of the oldest colleges in the United States and has rather rigid scholastic requirements it is felt that was a brilliant scholar at Hampden-Sydney.

b6
b7C

RECOMMENDATION:

In view of the outstanding accomplishments of it is recommended that the attached letter be sent to him for the Director's signature.

Enclosure *Sent 6/19/67*
TSB

- 1 - Mr. Wick - Enc.
- 1 - Mr. DeLoach - Enc.

BMS:klg
klg

✓ *D* *Wick*

REC'D DE LOACH	67-109106-4123
REC-147	67-109106-4123
SEARCHED	INDEXED
SERIALIZED	FILED

22

1 JUL 3 1967 38

14
REC-134

June 21, 1967

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

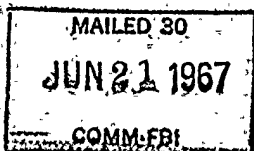
It has been determined that you were responsible for an error in connection with an item of official correspondence dated June 5, 1967. It is evident that this mistake could have been avoided had you exercised greater care in this instance.

Accordingly, in the future you will be expected to give closer attention to such matters so that a delinquency of this nature will not again be chargeable to you.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director



- 1 - Mr. Wick (Personal Attention)
1 - Movement Unit
1 - Crime Records Division Personnel File

HNB:crt
(6)

JBA
HNB

Tolson _____
DeLoach _____
Mohr _____
Wick _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

Based on memorandum Jones to Wick dated 6-21-67 MAJ:mls.
addendum of Administrative Division 6-21-67, HNB:crt

JUN 21 1967
edw 38
JBA
HNB
JBA
HNB
JBA
HNB

MAIL ROOM ☐ TELETYPE UNIT ☐

UNITED STATES GOVERNMENT

Memorandum

b6
b7C

Tolson	
DeLoach	
Mohr	
Wick	
Casper	
Callahan	
Conrad	
Felt	
Gale	
Rosen	
Sullivan	
Tavel	
Trotter	
Tele. Room	
Gandy	

TO : Mr. Wick

DATE: 7-27-67

FROM : M. A. Jones

SUBJECT: LETTER TO MRS. [REDACTED]
THE WHITE HOUSE, 7/26/67
RE: [REDACTED]

b6
b7C

In a communication prepared and approved by SA James C. Farrington, the word "led" was inadvertently misspelled "lead."

It is to be noted further that this particular item was read and approved by Section Chief Jones. Under the error program, this makes 10 review errors for Jones.

RECOMMENDATION:

That this matter be referred to the Administrative Division for appropriate action with regard to SA James C. Farrington and SA Milton A. Jones. Proposed letters of censure attached.

1 - Mr. Callahan

MAJ:jo
(7)

AUG 9 1967

Enclosures

REC-131
FBI

INT. SEC. STAFF CL.

REC-131

67-109106-413
Searched 59
Numbered 59
7 AUG 7 1967

REC.D-10.00 OFFICE



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A JONES	7-27-67	Div 8

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship
Fannie M. Jones	Wife

Address
6911 Alpine Drive Annandale, Va. 22003

Name (contingent beneficiary, if desired; use given first name if female)	Relationship
[Redacted]	

Address
6911 Alpine Drive Annandale Va 22003

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed:

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Payment Designated
Special Insurance Fund

AUG 1 1967

J. Edgar Hoover, Director

Very truly yours,

Milton A Jones
Special Agent

b6
b7C

REPORT OF MEDICAL EXAMINATION

F.B.I.
88-108

1. LAST NAME—FIRST NAME—MIDDLE NAME GONES MILTON ANKERS			2. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NO. 4-50-48	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 7-14-67	
7. SEX M	8. RACE W	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY _____ CIVILIAN _____		10. AGENCY	11. ORGANIZATION UNIT	
12. DATE OF BIRTH 1/24/13		13. PLACE OF BIRTH Ky.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS WVNC				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

CLINICAL EVALUATION		
NOR-MAL	(Check each item in appropriate column; enter "NE" if not evaluated.)	ABNOR-MAL
<input checked="" type="checkbox"/>	18. HEAD, FACE, NECK, AND SCALP	
<input checked="" type="checkbox"/>	19. NOSE	
<input checked="" type="checkbox"/>	20. SINUSES	
<input checked="" type="checkbox"/>	21. MOUTH AND THROAT	
<input checked="" type="checkbox"/>	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
<input checked="" type="checkbox"/>	23. DRUMS (Perforation)	
<input checked="" type="checkbox"/>	24. EYES—GENERAL (Visual acuity and refraction under items 59, 60 and 67)	
<input checked="" type="checkbox"/>	25. OPHTHALMOSCOPIC	
<input checked="" type="checkbox"/>	26. PUPILS (Equality and reaction)	
<input checked="" type="checkbox"/>	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
<input checked="" type="checkbox"/>	28. LUNGS AND CHEST (Include breasts)	
<input checked="" type="checkbox"/>	29. HEART (Thrust, size, rhythm, sounds)	
<input checked="" type="checkbox"/>	30. VASCULAR SYSTEM (Varicosities, etc.)	X
<input checked="" type="checkbox"/>	31. ABDOMEN AND VISCERA (Include hernia)	
<input checked="" type="checkbox"/>	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate, if indicated)	
<input checked="" type="checkbox"/>	33. ENDOCRINE SYSTEM	
<input checked="" type="checkbox"/>	34. G-U SYSTEM	X
<input checked="" type="checkbox"/>	35. UPPER EXTREMITIES (Strength, range of motion)	
<input checked="" type="checkbox"/>	36. FEET	
<input checked="" type="checkbox"/>	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
<input checked="" type="checkbox"/>	38. SPINE; OTHER MUSCULOSKELETAL	
<input checked="" type="checkbox"/>	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
<input checked="" type="checkbox"/>	40. SKIN, LYMPHATICS	
<input checked="" type="checkbox"/>	41. NEUROLOGIC (Equilibrium, tests under item 72)	
	42. PSYCHIATRIC (Specify any personality deviation)	
	43. PELVIC (Females only) (Check how done) <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

34; ② hydrocele
30, Superficial varicosities
both lower extremities

RESULTS	
15.4	HGB GMS 100ML
45	HCT %
7.6	WBC $\times 10^3$
71	NEUT %
	BAND %
22	LYMPH %
1	EOS %
	BASEO %
5	MONOS %
	PLATELET $\times 10^3$

1 att
ENCLOSURE

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)

O—Restorable teeth
/—Nonrestorable teeth
X—Missing teeth
XXX—Replaced by dentures

R	1	2	3	4	5	6	7	8	9	10	11	12	13
I	X												
G													
H													
T	X												

67 (Continue in item 73)

REC-139

Searched _____
Fixed bridge, brackets to include abutments _____

14 X 15 X 16 X
17 F 18 X T

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
no defects noted

45. URINALYSIS: A. SPECIFIC GRAVITY 1.026		46. CHEST X-RAY (Place, date, film number and result) 17513 - Essentially normal chest	
B. ALBUMIN neg	D. MICROSCOPIC Ess-neg		
C. SUGAR neg			
47. SEROLOGY (Specify test used and result)	48. EKG WNL	49. BLOOD TYPE AND RH FACTOR	50. OTHER TESTS

8 SEP 21 1967
13

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 73"	52. WEIGHT 188	53. COLOR HAIR Grey	54. COLOR EYES Blue	55. BUILD: (Check one)	SLENDER	MEDIUM	HEAVY	OBESE	56. TEMPERATURE	
57. BLOOD PRESSURE (Arm at heart level)				58. PULSE (Arm at heart level)						
A. SITTING SYS. 120 DIAS. 78	B. RECUMBENT SYS. DIAS.	C. STANDING (3 min.) SYS. DIAS.	A. SITTING 92		B. AFTER EXERCISE	C. 2 MIN. AFTER	D. RECUMBENT	E. AFTER STANDING 3 MIN.		
59. DISTANT VISION			60. REFRACTION			61. NEAR VISION				
RIGHT 20/	CORR. TO 20/	BY	S.	CX	CORR. TO		BY			
LEFT 20/	CORR. TO 20/	BY	S.	CX	CORR. TO		BY			
62. HETEROPHORIA (Specify distance)										
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CT	PC	PD			
63. ACCOMMODATION		64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)		UNCORRECTED		
RIGHT	LEFT	PIP 16/14						CORRECTED		
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)				68. RED LENS TEST		69. INTRAOCULAR TENSION		
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)		
RIGHT WV	/15 SV	/15	250	500	1000	2000	3000	4000	6000	8000
LEFT WV	15	/15 SV	15	/15						

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

77. EXAMINEE (Check)

A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

76. A. PHYSICAL PROFILE

P	U	L	H	E	S

B. PHYSICAL CATEGORY

A	B	C	E

79.

80. TYPED OR PRINTED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

NUMBER OF ATTACHED SHEETS

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee JONES MILTON A.
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	9	62	69
3	11	65	72
4	14	67	76
8	17	68	

46. Is necessary unless facilities for affording same are not readily available.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

49. Is necessary unless facilities for affording same are not readily available.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No

If recommendation is based on a factor other than above standard, indicate basis _____

ENCLOSURE

47-109106-414

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, employee should ☐ lose _____ pounds
☐ gain _____ pounds

b6
b7c

Remarks: _____

Signature of Medical Examiner

7-14-67
Date

August 2, 1967

PERSONAL

REC-131

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

It is noted that you have failed to detect a number of errors recently in outgoing communications which you reviewed in connection with your supervisory responsibilities. The accumulation of these instances indicates the need for you to exercise greater care in examining official correspondence.

In the future, you will be expected to be more thorough and alert in this aspect of your duties so that criticism of this nature will not be necessary again.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover
Director

- 1 - Mr. Bishop (Personal Attention)
1 - Movement
1 - Crime Records Division Personnel File

DGS:mfl

(6)

Based on memo Jones to Wick, 7-27-67, MAJ:jo.

b6

b7C

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

AUG 9 1967

MAIL ROOM ☐

TELETYPE UNIT ☐

December 12, 1967

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Crime Records
I want to commend you and, through you, the personnel in the Crime Research Section who did such an excellent job in the preparation of a voluminous brief for use in connection with an interview.

You afforded exemplary guidance to these employees and, through their conscientious and skillful efforts, this project was promptly completed. I want to thank you for your over-all direction and to ask that you convey my appreciation to the others for a job well done.

Sincerely yours,
J. Edgar Hoover

67-109106-415	
Searched	Numbered
2 DEC 20 1967	
86	

1 - Mr. Bishop (Personal Attention)

Re: Brief re [redacted] Interview

Copy of this letter is being placed in the files of appropriate personnel.

1 - Miss [redacted] (Sent Direct)

MMH

(31)

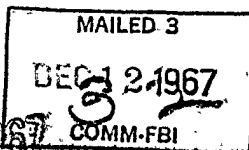
67-109106

DEC 27 1967

Based on Jones-Bishop memo 12/8/67 re Brief Prepared for Director's Use in Connection with [redacted] Interview.

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____

b6
b7C



DEC 27 1967

DEC 13

2 15 44 PM

10HE2

[Handwritten signatures and initials]

MAIL ROOM ☐ TELETYPE UNIT ☐

Copies prepared and attached for placing in personnel files of: (OVER)

Mr. Milton A. Jones
FBI, Washington, D. C.

David W. Bowers

[REDACTED]

James C. Farrington

[REDACTED]

Lawrence J. Heim

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

James R. Peck

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

b6
b7C

b6
b7C

b6
b7C

b6
b7C

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 11-14-67

I certify that I have ☐ received ☒ returned the following Government property for official use:

Training Document #63, Investigation of Sex Crimes, Vol. I (Copy 11)

FILE
3/1/68

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Signature)

M. A. Jones

(Typed name)

M. A. Jones

67-

3 NOV 16 1967

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Bishop

DATE: 10-13-67

b6
b7C

FROM : M. A. Jones

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

SUBJECT: ANNANDALE COMMUNITY COUNCIL

In Annandale, where I have resided since 1948, we have what is known as the Annandale Community Council. This consists of representatives of 25 to 30 citizens' groups in the Annandale area. The Council in turn belongs to the larger Council of Fairfax County. The purpose of the Annandale Community Council is civic improvement (street lighting, widening of roads, beautification of the area, and so forth). It has a President, Vice President and several other minor officers who are elected annually.

For some years I have represented the citizens' group in our neighborhood in the Annandale Community Council and the other day was approached by the nominating committee as to whether my name could be presented for one of the minor offices in the forthcoming election later in the month. I indicated that I would have no objection and, if elected, would attempt to assist the Council in every way. Accepting this office, if elected, would in no way conflict with Bureau work and would only involve attending four or five Council meetings during the year as well as a number of executive planning sessions.

RECOMMENDATION:

For information.

1 - Mr. DeLoach
1 - Mr. Bishop

MAJ:jma
(4)

REC-44

REC-67

TSB/94-63420-1

12 OCT 20 1967

EX-108

WIL. XEROX
OCT 31 1967

3-20
8-90

NOT RECORDED
9 OCT 31 1967

93

ADMS. REC. UNIT

REC'D NORTH DIA

ASSISTANT DIRECTOR W. M. FELT:
P. L. Mack:wmj 9/29/67

SA Jones presents a mature,
businesslike personal appearance.

He has had extensive experience
in the operations of the Bureau and particularly in the functions of the Crime
Research Section where he has been Section Chief for more than twenty-three
years. He possesses a thorough knowledge of the highly important and delicate
operations of the Crime Research Section and is a dedicated, effective Section
Chief who capably discharges his responsibilities. He is fully qualified to
continue in his present assignment.

1

January 22, 1968

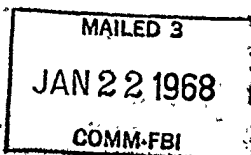
PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Under date of January 19, 1968, you prepared a memorandum in which you failed to recommend appropriate disciplinary action against a subordinate for his failure to include in an outgoing communication certain very pertinent information relating to Eartha Kitt. This letter was in response to a request from a most important source for information in our files regarding that individual.

The dereliction in this matter obviously merited disciplinary action and your failure to recommend it was inexcusable. In view of this, you are being placed on probation. While in that status, favorable consideration will not be given to any Within-Grade Salary Increase for which you would otherwise become eligible. Hereafter, you should manifest more concern for the Bureau's interests in connection with the performance of your supervisory duties so that further action of this nature will not be necessary.



Very truly yours,

JIC:pam
(8)

J. Edgar Hoover

REC-132

- 1 - Voucher-Statistical Section
- 1 - Movement John Edgar Hoover
- 1 - Personnel Actions Director
- 1 - Crime Records Division Personnel File
- 1 - Mr. Bishop (Personal Attention) (See Note Page 2)

67-	09106-4116
Searched	Numbered
JAN 24 1968	

Tolson _____ b6
DeLoach _____ b7C
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

Based on memo, Jones to Bishop, 1-19-68, MAJ:jo.
REC'D-DEVDING ROOM

JAN 23 1968

MAIL ROOM ☐ TELETYPE UNIT ☐

31

Mr. Milton A. Jones

NOTE;

This employee should be closely supervised and at the expiration of 90 days a special performance rating report should be submitted on him, together with a recommendation as to whether he should be removed from probation. Period of special rating should begin the first working day after date of this letter.

February 6, 1968

PERSONAL

Dear Jones:

I want to add my congratulations to those of your many other friends and associates on the occasion of your Twenty-ninth Anniversary in the Bureau today. You can be proud of your accomplishments through the years and I want you to know that I appreciate your dedication to the work of the Bureau. I do hope the Bureau will continue to enjoy your fine services for many years to come.

With best wishes,

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Anniversary 2/6 - Tuesday

JEH:rm (3)
rm

SENT FROM D. O.	
TIME	8:32 AM
DATE	2-6-68
BY	B.T.S.

67-109106-417	
Searched	Numbered
2 FEB 6 1968	

REC-141

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

MAIL ROOM ☐ TELETYPE UNIT ☐
753 8 100 74

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: Milton A. JonesWhere Assigned: Crime Records Crime Research Section
(Division) (Section, Unit)Official Position Title and Grade: Special Agent - Section Chief, GS-16Rating Period: from 4/1/67 to 3/31/68ADJECTIVE RATING: SATISFACTORY
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
InitialsW. B. J.

Rated by:

Thomas E. Bishop
SignatureInspector in Charge
Title4-2-68
Date

Reviewed by:

Signature

Title

Date

Rating Approved by:

W. B. J.
Signature

Assistant Director

APR 11 1968
Date

TYPE OF REPORT

☒ Official
☒ Annual☐ Administrative
☐ 60-Day
☒ 90-Day
☐ Transfer
☐ Separation from Service
☐ Special

RECEIVED

109106-4188

APR 11 1968

10 APR 15 1968

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>E</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>0</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (18) Reporting ability: |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>0</u> (a) Investigative reports |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (b) Summary reports |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>+</u> (c) Memos, letters, wires |
| <u>✓</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>0</u> (19) Performance as a witness. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (20) Executive ability: |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | <u>+</u> (a) Leadership |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | <u>+</u> (b) Ability to handle personnel |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | <u>+</u> (d) Making decisions |
| <u>0</u> (14) Investigative ability and results: | <u>+</u> (e) Assignment of work |
| <u>0</u> (a) Internal security cases | <u>+</u> (f) Training subordinates |
| <u>0</u> (b) Criminal or general investigative cases | <u>+</u> (g) Devising procedures |
| <u>0</u> (c) Fugitive cases | <u>+</u> (h) Emotional stability |
| <u>0</u> (d) Applicant cases | <u>+</u> (i) Promoting high morale |
| <u>0</u> (e) Accounting cases | <u>+</u> (j) Getting results |
| <u>0</u> (15) Physical surveillance ability. | <u>0</u> (21) Ability on raids and dangerous assignments: |
| | <u>0</u> (a) As leader |
| | <u>+</u> (b) As participant |
| | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| | <u>+</u> (23) Ability to work under pressure. |
| | <u>+</u> (24) Miscellaneous. Specify and rate: |
| | <u>+</u> Dictation ability |

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Section Chief - Crime Research Section

- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Administrator, Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
- D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? No (If answer to either question is "yes," explain in narrative comments.)
- E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use.
 (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: SATISFACTORY
 Outstanding, Excellent, Satisfactory, Unsatisfactory

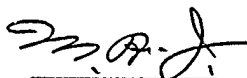
EMPLOYEE'S INITIALS

M. A. Jones

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Jones makes an excellent personal appearance and is most effective in his personal contacts.
2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:
N. A.
3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION: There is no limitation on his availability and his physical condition is such as to enable him to handle any assignment. His sick leave record is excellent.
4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the rating period Mr. Jones has served as Section Chief of the Crime Research Section. In this capacity he has guided and directed the diverse projects and heavy work load handled in the Section in an outstanding fashion. He utilizes mature and sound judgment in coordinating the numerous administrative programs and responsibilities handled in the Crime Research Section. He is exceedingly industrious and consistently gives of his time and talent to see that matters, whether large or small, are handled efficiently and expeditiously. He contributes greatly to the effective operations of the Division as well through his long experience and personal enthusiasm for the work handled by the Crime Records Division. Mr. Jones is being rated satisfactory in view of his censure and probationary status effective January 22, 1968.


Initials

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED: By letter dated December 12, 1967, Mr. Jones was commended for an excellent job on the preparation of a voluminous brief.

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)

By letter dated June 21, August 2, 1967, he was censured for correspondence errors in mail reviewed by him. On January 22, 1968, Mr. Jones was censured and placed on probation for his failure to recommend appropriate disciplinary action concerning a subordinate. These actions have been taken into consideration in connection with items 7 and 10 on the rating guide and check list.

7. PARTICIPATION IN INFORMANT PROGRAMS:

N. A.

8. TESTIFYING EXPERIENCE AND ABILITY:

N. A.

9. ACCOUNTING INFORMATION:

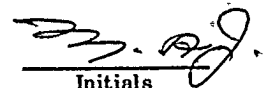
N. A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.


Initials

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N. A.

13. FOREIGN LANGUAGE ABILITY:

N. A.

Language in which proficient _____.

Completed language school ☐ Yes ☐ No

Fluent in _____ language to extent Agent can handle typical investigative problems as follows: (1) Conversation form ☐ Yes ☐ No

(2) Written form ☐ Yes ☐ No

Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory

<u>Language</u>	<u>Read</u>	<u>Write</u>	<u>Speak</u>	<u>Understand</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Frequency _____ language ability used during rating period:

Frequency of use of _____ language ability anticipated during ensuing year:

14. ADMINISTRATIVE ADVANCEMENT:

- (a) Agent is interested in administrative advancement. ☒ Yes ☐ No
- (b) Agent is completely available for administrative advancement. ☒ Yes ☐ No
- (c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. ☒ Yes ☐ No
- (d) If answer to (c) is "Yes," Agent's qualifications are considered
☐ very good ☒ excellent ☐ outstanding
- (e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.) ☐ Yes ☐ No

Mr. H. J.
Initials

Operator's Road Test and Driving Certification
FD-288 (Rev. 10-19-66)

TO: Director, FBI

FROM: T. E. Bishop

CERTIFICATION

TO BE FILLED IN BY OPERATOR	Name of Operator (Print - Last, First, Middle Initial) JONES, MILTON A.		Date 3-31-68
	Division and Section Assigned Crime Records/ Crime Research		<input checked="" type="checkbox"/> Agent <input type="checkbox"/> Clerk
	This is to certify that I presently hold a valid motor vehicle operator's permit or driver's license as follows:		
	Permit Issued By: (State, Territory Possession, District) <i>Virginia</i>	Permit Number <i>155-16-09409-841110</i>	Permit Expires <i>1-31-70</i>
	This is an <input checked="" type="checkbox"/> unrestricted <input type="checkbox"/> restricted permit. (If restricted, explain below)		
<input type="checkbox"/> Glasses <input type="checkbox"/> Contact lenses are required for driving <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
This further certifies that during the past three years I have driven a motor vehicle (government or personally owned) approximately <i>30,000</i> miles. During this time (a) I <input type="checkbox"/> have <input checked="" type="checkbox"/> have not received a traffic violation ticket; (b) I <input type="checkbox"/> have <input checked="" type="checkbox"/> have not been held at fault* as the driver of a motor vehicle involved in a traffic accident. (If affirmative answer, explain below, giving number and dates of offenses.) I further understand that when operating a Government vehicle I must assume responsibility for payment of any damage to same should I be found at fault.* I also understand the Government does not provide insurance coverage for damage to its vehicles.			
* "At fault" means any case in which responsibility is conceded by employee or his insurance company or liability is fixed by duly constituted authority or administratively by the Bureau. <div style="text-align: right;"><i>Milton A. Jones</i> Signature of Operator</div>			

TO BE FILLED IN BY REVIEWING OFFICIAL	The personnel file of this employee has been reviewed and indicates the following information concerning the operation of a motor vehicle during the past three years:	
	<input checked="" type="checkbox"/> Continuous safe driving record	
	<input type="checkbox"/> Involved in traffic accident and found at fault**	
	I certify that this employee is:	
	<input checked="" type="checkbox"/> Qualified on the basis of his safe driving record to operate motor vehicles on official business <input type="checkbox"/> Not qualified and must demonstrate his qualifications by satisfactorily passing a road test examination before operating a motor vehicle on official business	
Remarks:		
<input type="checkbox"/> Issue <input type="checkbox"/> Renew Operator's Identification Card - SF-46		
<div style="text-align: center;">NOT RECORDED 10 APR 4 1968</div>		
** "At-fault" means any case in which the Bureau has taken disciplinary administrative action against the employee.		
(Over for Operator's Road Test Score Sheet)		
Official Signature of Reviewing Officer <i>Thomas E. Bishop</i> Title <i>Inspector in Charge</i> Date <i>4-2-68</i>		

RESULTS OF ROAD TEST

Vehicle Used in Test				Local of Test	
Make	Body Type	Year		City	State
Transmission <input type="checkbox"/> Automatic <input type="checkbox"/> Manual		Date	Time	Examiner's Signature	
Instructions to Examiner Place check mark (✓) in space beside each error committed. If same error is repeated, add a check mark for each repetition. Multiply point value of each error (shown in box at left of each error listing) by number of check marks, placing total points for each category in box at lower right of each block. To obtain final score, total number of points scored in all categories.				TEST SCORE <div style="border: 1px solid black; width: 100px; height: 30px; margin: 5px auto;"></div>	
PASSING GRADE: Total Score of 25 Points or Less FAILING GRADE: Total Score of 26 Points or More Note Results in Box at Right of Instruction Block				Total Error Points Pass <input type="checkbox"/> Fail <input type="checkbox"/>	
Check List					
1. Checking Vehicle Fails to: <input type="checkbox"/> — Adjust Rear-view Mirror <input type="checkbox"/> — Adjust Seat Properly <input type="checkbox"/> — Check Effectiveness of Hand & Foot Brake <input type="checkbox"/> — Check Windshield Wipers <input type="checkbox"/> — Check Horn and All Lights			2. Leaving Curb Fails to: <input type="checkbox"/> — Look Back to Check Traffic <input type="checkbox"/> — Give Proper Signal (Mechanical or Hand) <input type="checkbox"/> — Wait for Approaching Traffic		
# of Points			# of Points		
3. Turning Fails to: <input type="checkbox"/> — Give Proper Signal (Mechanical or Hand) <input type="checkbox"/> — Turn Carefully From Proper Lane			4. Backing Fails to: <input type="checkbox"/> — Observe Surrounding Conditions <input type="checkbox"/> — Back Slowly and Smoothly and Avoid Excessive Curb Contact		
# of Points			# of Points		
5. Controls Fails to: <input type="checkbox"/> — Handle Vehicle Smoothly <input type="checkbox"/> — Keep Both Hands on Wheel <input type="checkbox"/> — Smoothly Engage Shifting Mechanism <input type="checkbox"/> — Use Brakes Properly			6. Speed <input type="checkbox"/> — Exceeds Limit <input type="checkbox"/> — Too Slow for Traffic Conditions <input type="checkbox"/> — Too Fast for Traffic Conditions		
# of Points			# of Points		
7. Position on Roadway <input type="checkbox"/> — Follows too Closely <input type="checkbox"/> — Fails to Hold Proper Lane <input type="checkbox"/> — Straddles Lane Markings			8. Overtaking - Passing <input type="checkbox"/> — Misjudges Speed of Oncoming Traffic <input type="checkbox"/> — Passes in Intersection, on Hill, Curve, etc. <input type="checkbox"/> — Cuts in too Soon <input type="checkbox"/> — Fails to Signal (Hand, Light, Horn) When Conditions Warrant		
# of Points			# of Points		
9. Parking Fails to: <input type="checkbox"/> — Avoid Violent Bumping of Other Cars or Excessive Scraping of Curb <input type="checkbox"/> — Set Hand Brake <input type="checkbox"/> — Cramp Wheels Where Necessary			10. Railroad and School Zones Fails to: <input type="checkbox"/> — Obey Signals and Caution Warnings <input type="checkbox"/> — Be Alert for Unusual Conditions		
# of Points			# of Points		
11. Attention Fails to: <input type="checkbox"/> — Anticipate Hazardous Traffic Conditions (Including Pedestrians) <input type="checkbox"/> — Keep Full Attention on Operation of Car <input type="checkbox"/> — Limit Talking to Minimum <input type="checkbox"/> — Observe Posted Signs or Signals			12. General <input type="checkbox"/> — Nervous and Hesitant While Operating at Maximum Speeds Allowed on Open Highway <input type="checkbox"/> — Lack of Caution <input type="checkbox"/> — Timidity or Lack of Assurance Under Normal Driving Conditions		
# of Points			# of Points		

Remarks:

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

2/28/68

I certify that I have ☒ received ☒ returned the following Government property for official use:

RECEIVED Parking Permit #63, 11th Street Court ✓✓

RETURNED Parking Permit #61, (OPO) North Court, Internal Revenue ✓

(2 copies)

FILE

3/

Very truly yours,

(Signature)



(Typed name)

Milton A. Jones

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

NOT RECORDED

7 MAR 5 1968

February 14, 1968

Mr. [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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b7C

Dear Sir. [REDACTED]

b6
b7C

Thank you for the very favorable comments in your letter of February 6th concerning the appearance of Inspector Rex I. Shroder before the Washington Chain Men's Association.

I am pleased to know his remarks were so well received, and that Messrs. Jones and Solomon were of assistance in arranging this program. They appreciate, as I do, your thoughtful letter.

Sincerely yours,

DUPLICATE YELLOW

- 1 - Mr. Rosen - Enclosure
Personal Attention: Bring to the attention of Inspector Rex I. Shroder.
- 1 - Mr. Sullivan - Enclosure
Personal Attention: Bring to the attention of SA Albert H. Solomon, Jr.
- 1 - Mr. Bishop - Enclosure
Personal Attention: Bring to the attention of SA Milton A. Jones.
- 1 - Personnel File of Inspector Rex I. Shroder - Enclosure
- 1 - Personnel File of SA Albert H. Solomon, Jr. - Enclosure
- ① - Personnel File of SA Milton A. Jones - Enclosure

JBT:dkw (10)

67-NOT RECORDED

2 FEB 19 1968

SEE NOTE - PAGE TWO.

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b7c

Mr.

NOTE: Correspondent is not identifiable in Bufiles. Inspector Shroder is assigned to the General Investigative Division; Special Agent Solomon to the Domestic Intelligence Division; and, Special Agent Jones to the Crime Records Division.

114
Washington Claim Men's Association

WASHINGTON, D. C.

February 9, 1968

Mr. J. Edgar Hoover, Director
United States Department of Justice
Federal Bureau of Investigation
Washington, D. C. 20535

b6
b7C

Mr. Tolson	✓
Mr. DeLoach	✓
Mr. Mohr	✓
Mr. Bishop	✓
Mr. Casper	✓
Mr. Callahan	✓
Mr. Conrad	✓
Mr. Felt	✓
Mr. Gale	✓
Mr. Rosen	✓
Mr. Sullivan	✓
Mr. Tavel	✓
Mr. Trotter	✓
Tele. Room	✓
Miss Gandy	✓

Re: Washington Claim Men's Association Meeting
February 8, 1968

Dear Mr. Hoover:

Last evening, Inspector Rex I. Shroder, appeared before the Washington Claim Men's Association as guest speaker. Mr. Milton Jones and Mr. Al Solomon were most helpful in arranging for Inspector Shroder's appearance. Without a doubt this was one of the finest programs which has been presented to our Association. You should indeed be proud to have these men with your organization.

EXP. PROC.

Inspector Shroder's talk on the FBI was most interesting and informative. The undivided attention of the 153 members and guests present, attest to his speaking ability. The many comments after the meeting by those present, gave testimony to the tremendously favorable impression left by Inspector Shroder. I think all of us left this meeting with a feeling that the many responsibilities entrusted to your organization are well placed and with a better understanding of the reason that the FBI enjoys the best reputation in law enforcement today.

On behalf of the Washington Claim Men's Association I want to thank you for allowing Inspector Shroder to appear before us. Please convey to him our sincere appreciation. Please also express our appreciation to Mr. Jones and Mr. Solomon for their aid in arranging the program.

b6
b7C

Very truly yours,



CBR:ngb

cc: Mr. Rex I. Shroder
Mr. Milton Jones
Mr. Al Solomon

FEB 12 1968

CORRESPONDENCE

February 12, 1968

Honorable Hilbert Schauer
Director
Colorado Bureau of Investigation
310 State Services Building
Denver, Colorado 80203

My dear Judge:

Mr. Jones has shown me your letter to him of
February 6th concerning your recent visit to FBI Headquarters.
It was indeed thoughtful of you to write, and we are pleased you
enjoyed your tour of our facilities. You may be certain

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b7C

Messrs. Jones and [] were glad to be of help to you, and we
look forward to cooperation with you in matters of mutual interest.

Sincerely yours,

DUPLICATE YELLOW

1 - Mr. Bishop - Enclosure

Personal attention: Bring to the attention of Special Agents

Milton A. Jones and []

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b7C

① - Personnel File of Special Agent Milton A. Jones - Enclosure

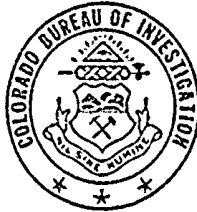
1 - Personnel File of Special Agent [] - Enclosure

NOTE: Schauer is on the mailing list to receive the FBI Law Enforcement
Bulletin. He was formerly a Judge of the 13th Judicial District in the
State of Colorado. Schauer visited Bureau Headquarters 2-1-68. He is
the Director of a newly formed office which will centralize criminal
files for the State of Colorado. We have been in contact with him on
several occasions in the past concerning the establishment of a National
Crime Information Center control terminal in Colorado.

HRH:cat (6)

67-NOT
10 FEB 14 1968

HILBERT SCHAUER
Director



JAMES F. SHUMATE
Deputy Director

The State of Colorado

JOHN A. LOVE, GOVERNOR

Ph. 222-9911 Ex. 2268

COLORADO BUREAU OF INVESTIGATION

OFFICE OF THE ATTORNEY GENERAL, DUKE W. DUNBAR
DENVER, COLORADO 80203

February 6, 1968

Inspector Milton A. Jones
Federal Bureau of Investigation
Room 4264
Justice Department Building
Washington, D.C. 20535

Dear Mr. Jones:

Please accept my sincere thanks for your hospitality and for arranging a most interesting and informative afternoon for me to see the Bureau. I appreciated very much the courtesies shown me by Agent [redacted] and others with whom I came in contact. In an effort to establish an effective bureau in Colorado, we certainly will need the advice and experience from individuals such as yourself. We will, therefore, be calling upon some of you from time to time for words of wisdom.

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b7C

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Would you please express my appreciation to Agent

[redacted]

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Hilbert Schauer".

HILBERT SCHAUER

HS:hw

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1 FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2 FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last) <i>Jones</i>	(first) <i>Milton</i>	(middle) <i>Armas</i>	DATE OF BIRTH (month, day, year) <i>1-24-13</i>	SOCIAL SECURITY NUMBER <i>224 60 2482</i>
EMPLOYING DEPARTMENT OR AGENCY <i>FBI</i>			LOCATION (City, State, ZIP Code) <i>Washington, D.C. 20535</i>	

3 MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance

☐
(A)

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance

☒
(B)

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance

☐
(C)

WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

**4 SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",
COMPLETE THE "STATISTICAL STUB." THEN RETURN
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

Milton Armas Jones

DATE

2-6-68
7

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

FEB 14 1968

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T
JANUARY 1968
(For use only until April 14, 1968)
176-101

INSTRUCTIONS TO EMPLOYING AGENCY

1. **Who must file.**—All employees not excluded by law or regulation from insurance coverage, including those who have previously waived coverage, are required to complete and file Standard Form 176-T. Employees who are in the service on February 14, 1968, as well as those who are appointed after that date but before April 14, 1968, must file the form.
2. **Automatic cancellation of previously filed waivers.**—All "Waivers of Life Insurance Coverage" (SF 53) on file are automatically canceled as of the first day of the first pay period beginning on or after February 14, 1968. Payroll offices are to begin regular insurance deductions on the automatic cancellation date for employees who do not file a new waiver, i.e., those who do not check box C of SF 176-T, on or before that date.
3. **Employees failing to file.**—If an employee does not return a completed SF 176-T, contact him and urge him to do so even if he does not want optional insurance (he will, of course, be automatically covered for regular insurance). If he still fails to file SF 176-T by April 14, 1968, or 31 days after appointment, whichever is later, file one for him as of that date: mark box B, and note in the space provided for his signature "employee contacted—failed to elect optional insurance." See note 2 below.
4. **Review of completed forms.**—(a) Review both copies of the SF 176-T for legibility, completeness, and consistency. Reconcile with the employee any obvious major

discrepancy such as a mark in more than one box.
(b) If the employee marked box A or box C, make sure the Statistical Stub is complete. Then detach and mail stubs, in a bundle, weekly to:

Office of Federal Employees' Group Life Insurance
(Statistical Study)
4 East 24th Street
New York, New York 10010

(c) If the employee marked box B, detach and destroy the stub.

5. **Date of receipt and effective date.**—(a) Stamp date of receipt by employing office in the space provided for this purpose on both the Original and the Duplicate.
(b) The effective date is determined from the table below.
6. **Disposition of forms.**—(a) File the Original SF 176-T in the official personnel folder in all cases.
(b) Any necessary payroll change, with effective date, may be posted in the space reserved on the Duplicate for employing office.
(c) The Duplicate may be destroyed, if no payroll action is required, or after the requirements of the agency's payroll system have been met.
7. **Use of SF 176-T.**—SF 176-T "Election, Declination, or Waiver of Life Insurance Coverage" should not be used after the initial filing period (after April 14, 1968). A revised edition will be available for use after that date.

TABLE OF EFFECTIVE DATES

DATE SF 176-T RECEIVED BY EMPLOYING OFFICE	EMPLOYEE'S DECISION	EFFECTIVE DATE (IF NO WAIVER, SF 53, IN EFFECT)	
		OF DECISION	OF DEDUCTIONS
On or before February 14, 1968.	Elects optional (in addition to regular) (box A).	Coverage effective February 14, 1968.	Deductions begin 1st day of 1st pay period beginning on or after February 14, 1968.
	Declines optional (but not regular) (box B).	Declination effective February 14, 1968.	
	Waives regular (so ineligible for optional) (box C).	Waiver effective last day of pay period in which February 14, 1968 falls.	Deductions stop last day of pay period in which February 14, 1968 falls.
After February 14 but not later than April 14, 1968.	Elects optional (in addition to regular) (box A).	Coverage effective on date of receipt.	Deductions begin 1st day of 1st pay period beginning on or after date of receipt.
	Declines optional (but not regular) (box B).	Declination effective on date of receipt, but employee loses automatic optional protection on February 14, 1968.	
	Cancels previously elected optional (but not regular) (box B).	Cancellation effective last day of pay period in which received.	Deductions for optional stop last day of pay period in which received.
	Waives regular (so ineligible for optional) (box C).	Waiver effective last day of pay period in which received.	Deductions stop last day of pay period in which received.

- NOTES: 1. Because regular insurance coverage and deductions are automatic unless waived (by checking box C), A and B elections do not affect regular insurance effective dates.
2. An employee for whom the agency files SF 176-T because he failed to file is deemed to have declined optional, but not regular, insurance.
3. An employee with an uncanceled waiver (SF 53) on file cannot be insured any earlier than the first day he is in duty and pay status in a pay period beginning on or after February 14, 1968; filing of an SF 176-T before that date will not cancel an SF-53 any earlier. Deductions begin the day he becomes insured.
4. The effective date of regular (and optional) insurance coverage for an employee who has been on leave without pay for more than 1 year is the first day he is in pay and duty status. Deductions are effective the same day.

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: Milton A. JonesWhere Assigned: Crime Records Crime Research Section
(Division) (Section, Unit)Official Position Title and Grade: Special Agent - Section Chief, GS-16Rating Period: from 1-23-68 to 4-23-68ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
InitialsM. A. J.Rated by: Thomas E. Bishop Inspector in Charge 4-23-68
Signature Title DateReviewed by: _____
Signature Title DateRating Approved by: [Signature] Assistant Director APR 23 1968
Signature Title Date

TYPE OF REPORT

☒ Official
☐ Annual☒ Administrative
☐ 60-Day
☐ 90-Day
☐ Transfer
☐ Separation from Service
☒ Special

REC-144

67-109106-4119	
Searched	Numbered
8 APR -9 1968	

3/1

63 41 MAY 1 1968

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Milton A. Jones

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>E</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>0</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (18) Reporting ability: <ul style="list-style-type: none"> <u>0</u> (a) Investigative reports <u>+</u> (b) Summary reports <u>+</u> (c) Memos, letters, wires (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>0</u> (19) Performance as a witness. |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (20) Executive ability: <ul style="list-style-type: none"> <u>+</u> (a) Leadership <u>+</u> (b) Ability to handle personnel <u>+</u> (c) Planning <u>+</u> (d) Making decisions <u>+</u> (e) Assignment of work <u>+</u> (f) Training subordinates <u>+</u> (g) Devising procedures <u>+</u> (h) Emotional stability <u>+</u> (i) Promoting high morale <u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>0</u> (21) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> <u>0</u> (a) As leader <u>+</u> (b) As participant |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> (23) Ability to work under pressure. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (24) Miscellaneous. Specify and rate: <ul style="list-style-type: none"> <u>+</u> Dictation ability |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | |
| <u>0</u> (14) Investigative ability and results: <ul style="list-style-type: none"> <u>0</u> (a) Internal security cases <u>0</u> (b) Criminal or general investigative cases <u>0</u> (c) Fugitive cases <u>0</u> (d) Applicant cases <u>0</u> (e) Accounting cases | |
| <u>0</u> (15) Physical surveillance ability. | |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Section Chief - Crime Research Section

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Administrator, Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? No (If answer to either question is "yes," explain in narrative comments.)

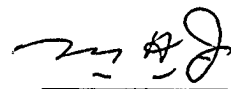
E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use, (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: EXCELLENT
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS M. A. J.

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Jones makes an outstanding personal appearance and is most effective in his personal contacts.
2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:
N. A.
3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION: There is no limitation on his availability and his physical condition is such as to enable him to handle any type of assignment. His sick leave record is excellent.
4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE, INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED: During the rating period, Mr. Jones has continued to serve as Section Chief of the Crime Research Section. He has the capacity to handle a heavy volume of work with utmost accuracy and efficiency. He utilizes good judgment and has a broad knowledge of Bureau policies and procedures which enables him to most efficiently handle his broad responsibilities. He has displayed outstanding executive ability and contributes a great deal to the effective operations of the Division not only because of his experience but also because of his attitude and personal enthusiasm. Mr. Jones is being rated in the upper levels of excellent for his performance during this rating period.


Initials

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

Mr. Jones was complimented on two occasions during the rating period by individuals outside the Bureau for his part in arranging for a tour and a speaker.

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)

N. A.

7. PARTICIPATION IN INFORMANT PROGRAMS:

N. A.

8. TESTIFYING EXPERIENCE AND ABILITY:

N. A.

9. ACCOUNTING INFORMATION:

N. A.

10. POLICE INSTRUCTION:

N. A.

11. RESIDENT AGENTS:

N. A.



Initials

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N. A.

13. FOREIGN LANGUAGE ABILITY:

N. A.

Language in which proficient _____

Completed language school ☐ Yes ☒ No

Fluent in _____ language to extent Agent can handle typical investigative problems as follows: (1) Conversation form ☐ Yes ☒ No

(2) Written form ☐ Yes ☒ No

Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory

<u>Language</u>	<u>Read</u>	<u>Write</u>	<u>Speak</u>	<u>Understand</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Frequency _____ language ability used during rating period:

Frequency of use of _____ language ability anticipated during ensuing year:

14. ADMINISTRATIVE ADVANCEMENT:

(a) Agent is interested in administrative advancement. ☒ Yes ☐ No

(b) Agent is completely available for administrative advancement. ☒ Yes ☐ No

(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. ☒ Yes ☐ No

(d) If answer to (c) is "Yes," Agent's qualifications are considered
☐ very good ☒ excellent ☐ outstanding

(e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.) ☐ Yes ☐ No



Initials

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 4-23-68

b6
b7c

FROM : T. E. Bishop

SUBJECT: MILTON A. JONES
EOD 2-6-39
SPECIAL AGENT, GS-16
SECTION CHIEF
CRIME RESEARCH SECTION
CRIME RECORDS DIVISION
RECOMMENDATION FOR REMOVAL
FROM PROBATIONARY STATUS

Tolson ☒
DeLoach ☒
Mohr ☒
Bishop ☒
Casper ☒
Callahan ☒
Conrad ☒
Felt ☒
Gale ☒
Rosen ☒
Sullivan ☒
Tavel ☒
Trotter ☒
Tele. Room ☒
Gandy ☒

By letter dated January 22, 1968, Special Agent Jones was censured and placed on probation for failure to recommend appropriate disciplinary action against a subordinate. Mr. Jones has served as head of the Crime Research Section of the Crime Records Division since 1944. He has been a dedicated, enthusiastic and responsible Bureau employee. During the past 90 days during his probationary period, he has handled his duties and responsibilities in an outstanding fashion. His attitude has been admirable and he has continued to fulfill his responsibilities with diligence and accuracy. The attached performance rating for this period reflects his overall performance rating as "excellent." Jones not involved in preparation of McCarthy summary 4-19-68 for which SA [redacted] recommended for administrative action.

RECOMMENDATION:

b6
b7c

That SA Jones be removed from probationary status at this time in view of his excellent work record and splendid attitude.

Enclosure

- 1 - Mr. DeLoach
- 1 - Mr. Mohr
- 1 - Mr. Callahan

JFB:mel (5)

DELOACH COVER

MAY 5 11 10 AM '68

ENCLOSURE

REC-144

67-109106-420
Searched _____ Numbered _____
INDEXED _____ FILED _____
MAY 29 1968
FBI - NEW YORK

2 MAY 3 1968

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan

DATE: 4-25-68

FROM : J. B. Adams *JBA*

SUBJECT: SA MILTON A. JONES
Chief - Crime Research Section
Crime Records Division
EOD 2-6-39; GS-16, \$25,875
RE: REMOVAL FROM PROBATION

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

On 1-22-68, Mr. Jones was censured and placed on probation for failure to recommend appropriate disciplinary action against a subordinate for omitting from an outgoing communication certain very pertinent information relating to Eartha Kitt.

On 4-23-68, Mr. Bishop rated him "Excellent" and in a separate communication recommended he be removed from probation with comment that during his probationary period, he had handled his duties and responsibilities in an outstanding fashion, his attitude had been admirable and he had continued to fulfill his responsibilities as head of the Crime Research Section with diligence and accuracy.

It is noted that Mr. Jones reviewed and approved a summary on Senator Eugene J. McCarthy dated 4-19-68, which failed to include information that [] a long-time Communist Party member, had allegedly exerted influence on Senator McCarthy to run for President. (SA [] who prepared this summary, is being censured for this omission). Mr. Jones had no prior knowledge of the pertinent information omitted from this summary and was therefore unable to detect from his review that the summary was incomplete; however, this incomplete summary was prepared in his Section and it is felt he should not be removed from probation at this time.

b6
b7C

RECOMMENDATION:

REC-132

67-109116-421	
Searched	Numbered
10 APR 30 1968	
32	

That Mr. Jones be reconsidered for removal from probation in 60 days.

FDH:mjh
(2)

MAY 3 1968

noted in RAU
for

[Handwritten signature]

4-29-68

[Handwritten signature]

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach

DATE: 6-5-68

b6
b7C

FROM : T. E. Bishop

SUBJECT: SA MILTON A. JONES
CHIEF - CRIME RESEARCH SECTION
CRIME RECORDS DIVISION
REMOVAL FROM PROBATION

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

On January 22, 1968, Mr. Jones was censured and placed on probation for failure to recommend appropriate disciplinary action against a subordinate for omitting from an outgoing communication certain pertinent information relating to Eartha Kitt. On 4-23-68 I rated him as "Excellent" in a special performance rating and by memorandum that date recommended he be removed from probation, pointing out that during his probationary period Mr. Jones has handled his duties and responsibilities in an outstanding fashion, his attitude had been admirable, and he had continued to fulfill his responsibilities as head of the Crime Research Section with diligence and accuracy.

It is noted that Mr. Jones reviewed and approved a summary memorandum on Senator Eugene J. McCarthy dated 4-19-68, which failed to include some pertinent information. SA [redacted] who prepared this summary, was censured for this omission. Mr. Jones had no prior knowledge of the pertinent information omitted from this summary and was, therefore, unable to detect from his review of it that the summary was incomplete; however, since the incomplete summary was prepared in his Section it was felt he should not be removed from probation at that time and he was continued on probation.

REC-146

67-109106-422
Searched _____ Numbered _____

The comments which I made concerning Mr. Jones in my memorandum 4-23-68 and in the special performance rating of the same date still hold true. During the entire probationary period, he has handled all of his duties and responsibilities in an outstanding fashion and his attitude has been admirable.

RECOMMENDATION:

That SA Milton A. Jones be removed from probationary status at this time.

- 1 - Mr. DeLoach
- 1 - Mr. Mohr
- 1 - Mr. Callahan

TEB:jo (5)

Let removing from Prob. dated 6-7-68.
mak.

JBA
HMB
JH

mak

PB
per work



**UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

In Reply, Please Refer to
File No.

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C. 20535

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by Check - Money Order) the sum of \$20, payable to S.A.I.F., to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$20,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

EXECUTE IN DUPLICATE AND SUBMIT BOTH COPIES TO THE BUREAU

Official Bureau Name (please type or print)	Date	Office of Assignment (or SOG Division)
SA MILTON A. JONES	5/27/68	Cr. Rec.

The following person is designated as my beneficiary for Special Agents Insurance Fund:

Name (primary beneficiary; use given first name if female)	Relationship	b6 b7C
FANNIE M. JONES	WIFE	

Address
6911 Alpine Drive Annandale VA 22003 Ben Rip code

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address
6911 Alpine Drive Annandale VA

Do you desire to designate the above-listed beneficiaries as the beneficiary and contingent beneficiary respectively of the Chas. S. Ross Fund as well? ☒ Yes ☐ No If not, the entire following portion must be executed.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty, other than travel accidents.

Name (primary beneficiary; use given first name if female)	Relationship

Address

Name (contingent beneficiary, if desired; use given first name if female)	Relationship

Address

Payment of
Special Agents Insurance Fund

MAY 28 1968

J. Edgar Hoover, Director

Very truly yours,

Milton A. Jones
Special Agent

B-ecd

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date

5-1-68

I certify that I have ☒ received ☐ returned the following Government property for official use:

Parking Permit Space 61, North Court Internal Revenue

RETURNED

Alternate Parking Permit Space 61, North Court Internal
Revenue

READ

The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY.

Very truly yours,

(Signature)

Milton A. Jones

(Typed name)

Milton A. Jones

FILE

31

13 1968

93

August 29, 1968

Mr. Campbell Jones
640 14th Street
Bowling Green, Kentucky 42101

Dear Mr. Jones:

I want to again extend my very
best wishes to you on your birthday. It is my
sincere hope that you will enjoy this special day
and that good health and every happiness will be
with you abundantly.

Sincerely yours,

J. EDGAR HOOVER

REC-137 67-109106-1123
Searched _____ Number 1123
2 AUG 30 1968 57
v6

NOTE: Mr. Jones is the father of Bureau Supervisor - Section Chief
Milton A. Jones. He will be 93 years old on his birthday
on September 1st. Mr. Jones advises he is in good health
although his eyesight is poor and asks that the above letter
be sent. The Director sent a similar letter to Mr. Jones
on his 90th birthday.

AWT:rk

(3) *rk*

rk

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

TEB

SENT FROM D. O.
TIME 8:25 AM
DATE 8-29-68
BY DW

gem

SEP 3 1968

MAIL ROOM ☐ TELETYPE UNIT ☐

7
REC-146

June 7, 1968

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

I am pleased to advise that you are being removed from a probationary status.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover
Director

1 - Mr. Bishop (PERSONAL ATTENTION)

- 1 - Movement
- 1 - Personnel Actions Unit
- 1 - Voucher-Statistical Section
- 1 - Miss [] (Direct)

b6
b7c

/MAK *mel* (7)

Based on memo T. E. Bishop to Mr. DeLoach 6-5-68, TEB:jo.

MAILED 24 JUN 7 1968 COMM-FBI

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7c

JUN 13 1968 11

MAIL ROOM ☐ TELETYPE UNIT ☐

REPORT OF MEDICAL EXAMINATION

FBI

50-110

1. LAST NAME—FIRST NAME—MIDDLE NAME Jones, Milton Ankers			2. GRADE AND COMPONENT OR POSITION SA		3. IDENTIFICATION NUMBER 4-50-48	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)			5. PURPOSE OF EXAMINATION Annual		6. DATE OF EXAMINATION 7-25-68	
7. SEX M	8. RACE	9. TOTAL YEARS GOVERNMENT SERVICE MILITARY <input type="checkbox"/> CIVILIAN <input type="checkbox"/>		10. AGENCY	11. ORGANIZATION UNIT	
12. DATE OF BIRTH 1/24/13		13. PLACE OF BIRTH Ky.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS WVNC				16. OTHER INFORMATION		
17. RATING OR SPECIALTY				TIME IN THIS CAPACITY (Total)		LAST SIX MONTHS

CLINICAL EVALUATION		
NOR- MAL	(Check each item in appropriate column; enter "NE" if not evaluated.)	ABNOR- MAL
	18. HEAD, FACE, NECK, AND SCALP	
	19. NOSE	
	20. SINUSES	
	21. MOUTH AND THROAT	
	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
	23. DRUMS (Perforation)	
	24. EYES—GENERAL (Visual acuity and refraction under items 69, 60 and 67)	
	25. OPHTHALMOSCOPIC	
	26. PUPILS (Equality and reaction)	
	27. OCULAR MOTILITY (Associated parietal movements, nystagmus)	
	28. LUNGS AND CHEST (Include breasts)	
	29. HEART (Thrust, size, rhythm, sounds)	
	30. VASCULAR SYSTEM (Varicosities, etc.)	
	31. ABDOMEN AND VISCERA (Include hernia)	
	32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate, if indicated)	
	33. ENDOCRINE SYSTEM	
	34. G-U SYSTEM	
	35. UPPER EXTREMITIES (Strength, range of motion)	
	36. FEET	
	37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)	
	38. SPINE, OTHER MUSCULOSKELETAL	
	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
	40. SKIN, LYMPHATICS	
	41. NEUROLOGIC (Equilibrium tests under item 72)	
	42. PSYCHIATRIC (Specify any personality deviation)	
	43. PELVIC (Females only) (Check how done)	
	<input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

34. Chylococle

30. significant varicosities bilaterally.

noted on 7/27

RESULTS	
15.3	HGB GMS/100ML
46	HCT %
6.3	WBC X10 ³
49	NEUT %
1	BAND %
46	LYMPH %
1	EOS %
1	BASO %
2	MONO %

ENCLOSURE REC-137
3 att

67-109 106 - 471	
Searched	Numbered
(Continued in item 73)	

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)																	
O—Restorable teeth —Nonrestorable teeth																	
X—Missing teeth XXX—Replaced by dentures																	
R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	L
I																	E
G																	F
H																	T
T																	

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
Etiology of Class I
No defects noted

45. URINALYSIS: A. SPECIFIC GRAVITY 1.027		46. CHEST X-RAY (Place, date, film number and result) 17513 - See Report	
B. ALBUMIN neg		D. MICROSCOPIC neg	
C. SUGAR neg		E. OTHER TESTS Tissue Exam. - See Report	
47. SEROLOGY (Specify test used and result) neg		49. BLOOD TYPE AND RH FACTOR WNL	

JUL 27 1968

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 23"	52. WEIGHT 189	53. COLOR HAIR Grey	54. COLOR EYES Blue	55. BUILD: (Check one)	SLENDER	MEDIUM	HEAVY	OBESE	56. TEMPERATURE	
57. BLOOD PRESSURE (Arm at heart level)				58. PULSE (Arm at heart level)						
A. SITTING SYS. 136 DIAS. 64	B. RECUMBENT SYS. DIAS.	C. STANDING (3 min.) SYS. DIAS.	A. SITTING 88		B. AFTER EXERCISE		C. 2 MIN. AFTER	D. RECUMBENT	E. AFTER STANDING 3 MIN.	
59. DISTANT VISION			60. REFRACTION			61. NEAR VISION				
RIGHT 20	CORR. TO 20/15	BY S.	CX		162M		CORR. TO 25M	BY 25M		
LEFT 40	CORR. TO 20/15	BY S.	CX		162M		CORR. TO 25M	BY 25M		
62. HETEROPHORIA (Specify distance)										
ES°	EX°	R. H.	L. H.	PRISM DIV.	PRISM CONV. CT	PC	PD			
63. ACCOMMODATION		64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)		UNCORRECTED		
RIGHT	LEFT	PIP 16/16						CORRECTED		
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)				68. RED LENS TEST		69. INTRAOCULAR TENSION		
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)		
RIGHT WV	/15 SV	/15	250 256	500 518	1000 1024	2000 2018	3000 2896	4000 4096	6000 6144	8000 8192
LEFT WV	15	/15 SV	15	/15						
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY										

None

(Use additional sheets if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

- High grade varicose veins bilaterally N.C.D
- @ hydrocele N.C.D

75. RECOMMENDATIONS--FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

None

b6
b7C

76. A. PHYSICAL PROFILE

P	U	L	H	E	S

B. PHYSICAL CATEGORY

A	B	C	E

77. EXAMINEE (Check)

- A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED NAME

80. TYPED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

SIGNATURE

NUMBER OF ATTACHED SHEETS

LBI

b6
b7C

PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME Jones, Milton A.			REGISTER NO. FBI	WARD NO. T-18
AGE 55	SEX M	(Check one) <input type="checkbox"/> BEOSIDE, WHEELCHAIR, OR STRETCHER <input type="checkbox"/> BED PATIENT <input checked="" type="checkbox"/> AMBULATORY		
EXAMINATION REQUESTED PA Chest				
REQUESTED BY MR.			DATE OF REQUEST 7-25-68	

(Above space for mechanical imprinting, if used)

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

FILM NO. 17513	DATE OF REPORT 26 Jul 68
--------------------------	------------------------------------

RADIOGRAPHIC REPORT

CHEST: Thelung fields are clear and fully expanded. There is no gross evidence of cardiomegaly and no lesions are noted in the visible skeleton. Incidentally noted is a slight scoliosis of the thoracic spine, convex to this persons right side, associated with minimal spurring of the lower thoracic vertebral bodies.

CDR MC USN
tec

b6
b7C

SIGNATURE: (Specify location of laboratory if not part of requesting facility)

NNMC
NAME OF HOSPITAL OR OTHER MEDICAL FACILITY

Standard Form 519A (Rev. Aug. 1954)
Promulgated by Bureau of the Budget
Circular A-32 (Rev.)
RADIOGRAPHIC REPORT
519-205

67-109 106-#24

CLINICAL RECORD

TISSUE EXAMINATION

SPECIMEN SUBMITTED BY

DATE OBTAINED

LCDR, DC, USN

1 August 1968

SPECIMEN

(L) lateral margin of tongue, approximately at junction of posterior and middle third.

BRIEF CLINICAL HISTORY (Include duration of lesion and rapidity of growth, if a neoplasm)

A pale, slightly elevated, well-circumscribed, .3 cm. in diameter lesion which was removed by excisional biopsy. Appeared to be confined to epithelium.

Duration: Unknown. Symptoms: None - picked-up on routine exam.

Clinical Impression: Focal keratosis or papilloma (sessile)

PREOPERATIVE DIAGNOSIS

OPERATIVE FINDINGS

POSTOPERATIVE DIAGNOSIS

SIGNATURE AND TITLE

PATHOLOGICAL REPORT

NAME OF LABORATORY

ACCESSION NO(S).

NDS, NNMCM, BETHESDA, MD.

523-68

(Gross description, histologic examination and diagnoses)

GROSS: Specimen consists of an ellipse of whitish mucous membrane measuring 0.4 x 0.2 x 0.1 cm. Arising from the mucosal surface is a small sessile nodule measuring 0.15 x 0.15 x 0.1 cm.

MICRO: Examination reveals sections which include mucous membrane and the superficial portion of the underlying striated muscle. Near one lateral surgical margin the covering stratified squamous epithelium exhibits mild hyperplasia forming several extremely small papillary projections which are supported by central cores of vascular fibrous connective tissue. These are covered by a rather prominent layer of parakeratin. The epithelial cells are well-differentiated and show no evidence of malignancy or suggestion of premalignant change.

DIAGNOSIS: Papillary hyperplasia with hyperparakeratosis, tongue.

b6
b7C

(Continue on reverse side)

CAPT, DC, USN

DATE Rec'd 1 Aug 68

Rep'd 2 Aug 68

JONES, MILTON

AGE

SEX

RACE

IDENTIFICATION NO.

6911 Alpine Dr., Annandale, Va.

55

M

Cau.

FBI

PATIENT'S IDENTIFICATION (For typed or written entries give: Name-last, first, middle; grade; date; hospital or medical facility)

REGISTER NO.

WARD NO.

ORAL SURGERY, NDS, NNMCM

OP

TISSUE EXAMINATION
Standard Form 515
515-105

ENCLOSURE

67-109106-424

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee
(Type or print)

Jones
Last

Milton
First

A.
Middle

The following portions of the attached examination report form need not be completed:

2	9	62	69
3	11	65	72
4	14	67	76
8	17	68	

46. Is necessary unless facilities for affording same are not readily available.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

49. Is necessary unless facilities for affording same are not readily available.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No

If recommendation is based on a factor other than above standard, indicate basis _____

67-109106-424

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, employee should ☐ lose _____ pounds

☐ gain _____ pounds

Remarks: None

b6
b7c

[Signature]
Signature of Medical Examiner

July 25, 1968
Date

PERSONAL INFORMATION
AND/OR
REQUEST FOR LEAVE

TO : Mr. Bishop

DATE: 11-18-68

FROM: M. A. Jones

Name Milton A. JonesSocial Security No. 224-60-2482Assigned Crime Records DivisionEOD 2-6-39

REQUEST FOR LEAVE WITHOUT PAY

LWOP from _____ to _____

Hours of annual leave accrued

Hours of sick leave (if applicable)

Desires advanced annual leave in addition to LWOP

☐ Yes ☐ No

Reason:

ILLNESSES

Nature of illness: (Indicate extent of, description, and current condition under Remarks)
(Date of surgery and postoperative condition must be indicated under Remarks)☐ Accident ☐ Injury ☐ Disease ☐ Operation

Date sick leave commenced

Date ceased active duty

Expected date of return to duty

Address:

Confined at: ☐ Hospital ☐ ResidenceEMPLOYEE REQUESTS ADVANCED SICK LEAVE after accrued ☐ sick leave ☐ sick and annual leave.

Employee has _____ hours of annual leave and _____ hours of sick leave (if applicable) accrued.

DEATHS

☒ Father ☐ Mother ☐ Spouse ☐ Daughter☐ Brother ☐ Sister ☐ Son ☐ Other Relationship _____

Name of deceased

Campbell Jones

Date and place of death

11-16-68, Bowling Green Kentucky

Employee's residence address

6911 Alpine Drive
Annandale, Virginia 22003

If employee is leaving residence because of this death, what will be his temporary address?

Time and date of departure: _____

Anticipated time and date of return: _____

ADDITIONAL REMARKS AND/OR REASONS FOR REQUEST WHICH WILL BE GRANTED, UACB.

① - Mr. Callahan

Dir's Pers. Note
REC'D ADMIN DIV
11-18-68
xl

REC-148

67-109	106-425
Searched	Numbered
7	62
NOV 19 1968	

3/10

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 10-8-68

I certify that I have ☐ received ☒ returned the following Government property for official use:

Monograph: Minutemen: Extremist Guerrilla Warfare Group
Copy 343 65C April, 1965

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

67-NOT RECORDED

8 OCT 31

FILED

3/1

Very truly yours,

(Signature)

(Typed name)

Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 10-8-68

I certify that I have ☐ received ☒ returned the following Government property for official use:

Monograph: American Nazi Party
Copy 119 65E June, 1965

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

FILE

31

Very truly yours,

(Signature)

(Typed name)

Milton A. Jones
Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 10-8-68

I certify that I have ☐ received ☒ returned the following Government property for official use:

Monograph: Nation of Islam: Cult of the Black Muslims
Copy 120 65D May, 1965

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

07-10-1968
07-10-1968

8 OCT 31 1968

Very truly yours,

(Signature)

Milton A. Jones

(Typed name)

Milton A. Jones

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 10-7-68

I certify that I have ☐ received ~~XXXX~~ returned the following Government property for official use:

Royal Portable Typewriter SA-6023891 ✓

FILE

3/ *hig*

b6

-b7C

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

M. A. Jones

(Signature)

(Typed name)

Milton A. Jones

67-NOT RECORDED

7 OCT 18 1968

UNITED STATES GOVERNMENT

Memorandum

b6
b7c

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

TO : Mr. Mohr

DATE: January 6, 1969

FROM : Mr. Callahan

SUBJECT: MILTON A. JONES
Section Chief
Crime Research Section
Crime Records Division
SERVICE AWARD LETTER
30th Anniversary 2-6-69

Mr. Milton A. Jones, Section Chief of the Crime Research Section in the Crime Records Division, celebrates his 30th year of Bureau service on 2-6-69.

During the past 3 years he has been commended twice and censured 4 times, the last time on 1-22-68, resulting in probation for failure to recommend appropriate disciplinary action against a subordinate. Removed from probation 6-7-68. Received a quality within-grade salary increase for Outstanding performance effective 5-8-66 and another one effective 5-7-67 for sustained above-average performance over an extended period of time. He is presently in Grade GS-16, \$28,000, and was rated Excellent on last performance report.

The Director may desire to present Mr. Jones' letter and Key personally. A suggested letter is attached.

Enclosure

1 - Miss [redacted] (Sent Direct)
1 - Mr. Bishop (Sent Direct)

LDH:jas
(4)

REMOVED BY SRD

JAN 8 1969

FEB 7 1969

REC-137

67-109106-4260	
Searched	Numbered
10 JAN 7 1969 62	

December 2, 1968

[redacted]
[redacted]
[redacted], Maryland [redacted]

b6
b7C

Dear Mrs. [redacted]:

Thank you for the very favorable comments in your letter of November 24th concerning the efforts of Messrs. Jones and Peck with respect to Mr. Peck's address before the Chevy Chase Chapter Daughters of the American Revolution.

We are glad to have been able to cooperate with you in this manner and I am pleased to learn his remarks were so well received. They join me in expressing appreciation for your thoughtful letter and for the high regard you hold for our work.

Sincerely yours,

1 - Mr. Bishop - Enclosure

Personal Attention: Bring to the attention of SA's Milton A. Jones and James R. Peck.

- ① - Personnel File of SA Milton A. Jones - Enclosure
1 - Personnel File of SA James R. Peck. - Enclosure

NOTE: Correspondent is a former clerical employee who EOD 9-5-50 and resigned 1-15-54. Arrangements for SA Peck's appearance were made telephonically during July, 1968. SA's Jones and Peck are assigned to Crime Records Division.

JBT:sam (7)

DUPLICATE YELLOW

67-NOT RECORDED
8 DEC 3 1968

141



Chevy Chase Chapter
Daughters of the American Revolution
Chevy Chase 15, Maryland

24 November 1968

Mr. J. Edgar Hoover
United States Department of Justice
Federal Bureau of Investigation
Washington, D. C. 20535

Dear Mr. Hoover:

The Chevy Chase Chapter Daughters of the American Revolution would like to express its appreciation to you and the Bureau for making it possible for Agent James R. Peck to speak to our chapter this month.

His comments were most interesting and informative, and I feel sure that many who attended the meeting left it better informed after hearing him speak. Mr. Peck's pleasant manner, his patience in answering the many questions put to him proved him to be an excellent representative of the Bureau.

Mr. M. A. Jones, also of your office, was instrumental in securing Agent Peck as our speaker, and we would like to thank him too.

The pamphlets which I requested on the Bureau arrived, and will be distributed to our members next month. We wish you and the Bureau continued success in your operations, and hope that by informing our members we may in some small way contributed in building even greater respect for your fine organization.

Sincerely yours,

[Redacted Signature]
[Redacted Name], Chevy Chase Chapter

[Redacted Address]
[Redacted Address] Maryland [Redacted Address]

b6
b7C

November 18, 1968

Mr. Milton A. Jones
6911 Alpine Drive
Annandale, Virginia 22003

Dear Mr. Jones:

I want to convey my heartfelt sympathy
to you and your family on the passing of your Father.

It is hoped that you will derive a
measure of comfort from knowing that the understand-
ing thoughts of your Bureau associates are with you in
your bereavement.

Sincerely,
J. Edgar Hoover

HI-NOT RECORDED-7

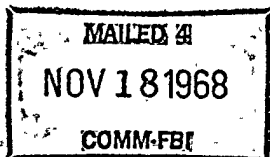
1 - Mr. Bishop (Personal Attention)

SLS
(4)

SA Jones orally advised 11-18-68 that he will be on annual leave only one
day (11-19) to attend the funeral.

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C



NOV 22 1968

MAIL ROOM ☐ TELETYPE UNIT ☐

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Callahan

DATE: 2/5/69

b6
b7C

FROM : J. B. Adams *JBA*

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

SUBJECT: SA MILTON A. JONES
Section Chief - Crime Research Section
Crime Records Division
EOD 2/6/39; GS-16, \$28,000

The following is a brief summary of SA Jones' record for the Director's use. On 2/6/69 he celebrates his 30th Anniversary with the Bureau.

He entered on duty 2/6/39 as a Special Agent and is presently assigned to the Crime Records Division as Section Chief in the Crime Research Section, in Grade GS-16, \$28,000 per annum. He is 56 years of age, married and has 3 children.

On 2/6/64 the Director personally presented him with his Twenty-five-Year Service Award Key and since that time he has been COMMENDED on two occasions and received two QUALITY WITHIN-GRADE INCREASES. The most severe administrative action taken against him during this period was on 1/22/68, when he was CENSURED and PLACED ON PROBATION for failure to recommend appropriate disciplinary action against a subordinate for omitting from an outgoing communication certain very pertinent information relating to Eartha Kitt. He was REMOVED FROM PROBATION on 6/7/68.

On 3/31/68 he was rated SATISFACTORY with comments stating he served as Section Chief of the Crime Research Section, and in this capacity he guided and directed the diverse projects and heavy work load handled in the Section in an outstanding fashion. He was interested in, completely available for, and his qualifications were considered excellent for future administrative advancement. He was rated satisfactory in view of the administrative action taken against him on 1/22/68. His overtime performance is satisfactory.

Since February, 1962, he has listed Seat of Government, Richmond and Louisville as his offices of preference. He is presently serving in his first office of preference.

In November, 1956, Mr. Tolson recommended that Jones be demoted and transferred to Newark in connection with a note Jones wrote commenting on changes suggested by Miss Gandy in a draft of a letter. The Director noted, "I concur." Any such

109-106-427
109-106-427
ENCLOSURE (2) 2/19/69
Enclosure - Photograph

REC-150

(OVER)

attitude as herein manifested is not only unwarranted but is subordinate." Mr. Nichols advised that Jones stated the phraseology of the routing slip was unfortunate, he apologized and Mr. Nichols stated his attitude was exceedingly good. (The penciled notation on the routing slip read, "This one takes the prize. We break our necks getting it out and get this type of stuff back.") The Director commented, "The note was a culmination of many complaints about his difficult manner and uncooperativeness. I discounted the previous complaints assuming that there might be clashes of personalities, but when I saw this in black and white, the actual expression of hostility frankly stunned me and confirmed all previous reports I had received about his attitude." The Director saw Jones in November, 1956 when Jones apologized and the Director stated he would be willing to give him one more chance and the transfer and demotion orders were cancelled and he was placed on probation, 11/23/56 and removed on 6/5/57.

His [redacted], was employed by the Bureau as a summer employee in 1959, 1960, 1961 and 1962 as a File Clerk. Her services were satisfactory. His [redacted], was employed by the Bureau as a summer employee in 1961 and 1962 and his services were satisfactory. His [redacted], was employed by the Bureau from 6/21/43 to 8/26/43, from 6/5/44 to 8/28/44, and from 5/28/45 to 8/27/45 as a Locate Clerk. Her services were satisfactory.

b6
b7C

Under date 8/29/68, the Director congratulated Mr. Campbell Jones, employee's father, upon his 93rd birthday on 9/1/68. It is noted that on 11/16/68, Mr. Campbell Jones passed away and the Director's letter of sympathy was sent to SA Jones.

By letter dated 2/6/68 SA Jones was congratulated by the Director on the occasion of his Twenty-Ninth Anniversary in the Bureau.

February 6, 1969

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Jones:

On the occasion of your Thirtieth Anniversary with the Federal Bureau of Investigation which you celebrate today, I wish to extend my sincere congratulations and to express the hope that your anniversary will be filled with many pleasant memories of your association with our organization. I also wish to present to you, on behalf of the Bureau, your Thirty-Year Service Award Key.

The FBI has found it necessary to shoulder new responsibilities during the past years and there have been times when our burdens taxed all of our resources to the limit. It has been because of the unselfish service and sacrifice of experienced associates such as you that we have been able to discharge our obligations.

Your diligent efforts and fine spirit have been examples to your associates.

With best wishes and kindest personal regards,

Sincerely,

J. EDGAR HOOVER

REC-150

67-109106-428
Numbered
8 FEB 7 1969

Enclosure

1 - Mr. Bishop (Personal Attention)

1 - Miss [redacted] (Sent Direct)

LDH:blg (5)

67-109106

Tolson _____
DeLoach _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

1 OFEB 12 1969

MAIL ROOM ☐ TELETYPE UNIT ☐

SENT FROM D. O.
TIME 10:00 AM
DATE 2-6-69
Presented by Director

[Handwritten signature]

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. DeLoach *DL*

DATE: 2-7-69

b6
b7C

FROM : T. E. Bishop *TEB*

SUBJECT: MILTON A. JONES
SECTION CHIEF
30TH ANNIVERSARY PHOTOGRAPH
WITH THE DIRECTOR

Tolson _____
DeLoach _____
Mohr _____
Bishop *✓*
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

Mr. Jones and his wife were photographed with the Director yesterday morning in connection with Mr. Jones' 30th Anniversary with the Bureau.

Mr. Jones' mother, Mrs. Campbell Jones, who is now 88 years of age, resides in Bowling Green, Kentucky. She has long been a great admirer of the Director, and it has been determined that a photograph autographed to her and her late husband by the Director some years ago is displayed in a prominent location in her home and that she takes great pleasure in showing it to all those who visit her.

Mrs. Jones also takes great pride in her son's association with the Director and the FBI, and it is felt that if it were possible for her to be sent a copy of the photograph made yesterday with the Director in Mr. Hoover's Office she would be delighted with it.

RECOMMENDATION:

REC-150

67-109106-4629
Searched _____ Numbered _____
FEB 12 1969

The Director may wish to autograph a copy of the photograph made with Mr. Jones and his wife yesterday morning to his mother, Mrs. Campbell Jones.

- 1 - Mr. DeLoach *DL*
- 1 - Mr. Bishop *TEB*
- 1 - Miss Gandy
- 1 - Miss *OK*

b6
b7C

GTQ:nls (7)
als

17 FEB 12 1969

7 FEB 17 1969
62

CRIME RESEARCH
PEPS. REC. UNIT

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: MILTON A. JONESWhere Assigned: Crime Records Crime Research Section
(Division) (Section, Unit)Official Position Title and Grade: Special Agent - Section Chief, GS-16Rating Period: from 4/1/68 to 3/31/69ADJECTIVE RATING: EXCELLENT
Outstanding, Excellent, Satisfactory, UnsatisfactoryEmployee's
Initials

Rated by:

Thomas E. Bishop
SignatureAssistant Director
Title4/1/69
Date

Reviewed by:

M. P. Callahan
SignatureAssistant Director
TitleAPR 4 1969
Date

Rating Approved by:

Signature

Title

Date

REC-138

TYPE OF REPORT

- ☒
- Official
-
- ☒
- Annual

Searched	Numbered
<input checked="" type="checkbox"/> Administrative	<input checked="" type="checkbox"/> 60-Day
<input type="checkbox"/> 90-Day	<input type="checkbox"/> Transfer
<input type="checkbox"/> Separation from Service	<input type="checkbox"/> Special

APR 11 1969 48

Slaw

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee

MILTON A. JONES

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

RATE ITEMS AS FOLLOWS:

- + Outstanding (exceeding excellent and deserving of special commendation).
E Excellent.
✓ Satisfactory (good or very good).
- Unsatisfactory.
O No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all elements be + and (B) that each and every rated element be factually justified by narrative details, including reasons for considering each worthy of Special Commendation and be attached to FD-185a.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
 - Any element rated "Unsatisfactory" must be supported by narrative comments.
 - An official rating of "Unsatisfactory" must be supported in writing stating (1) wherein the performance is unsatisfactory, (2) the facts of the (90-day) prior warning, and (3) the efforts made after the warning to help the employee bring his performance up to a satisfactory level and must be attached to FD-185a.

- | | |
|---|---|
| <u>+</u> (1) Personal appearance. | <u>E</u> (16) Firearms ability. |
| <u>+</u> (2) Personality and effectiveness of his personal contacts. | <u>+</u> (17) Development of informants and sources of information. |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). | <u>+</u> (18) Reporting ability: <ul style="list-style-type: none"> <u>+</u> (a) Investigative reports <u>+</u> (b) Summary reports <u>+</u> (c) Memos, letters, wires (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (4) Physical fitness (including health, energy, stamina). | <u>+</u> (19) Performance as a witness. |
| <u>+</u> (5) Resourcefulness and ingenuity. | <u>+</u> (20) Executive ability: <ul style="list-style-type: none"> <u>+</u> (a) Leadership <u>+</u> (b) Ability to handle personnel <u>+</u> (c) Planning <u>+</u> (d) Making decisions <u>+</u> (e) Assignment of work <u>+</u> (f) Training subordinates <u>+</u> (g) Devising procedures <u>+</u> (h) Emotional stability <u>+</u> (i) Promoting high morale <u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required. | <u>+</u> (21) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> <u>+</u> (a) As leader <u>+</u> (b) As participant |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives. | <u>+</u> (22) Organizational interest, such as making of suggestions for improvement. |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility. | <u>+</u> (23) Ability to work under pressure. |
| <u>+</u> (9) Planning ability and its application to the work. | <u>+</u> (24) Miscellaneous. Specify and rate: <ul style="list-style-type: none"> <u>+</u> Dictation ability |
| <u>+</u> (10) Accuracy and attention to pertinent detail. | |
| <u>+</u> (11) Industry, including energetic, consistent application to duties. | |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application. | |
| <u>+</u> (14) Investigative ability and results: <ul style="list-style-type: none"> <u>+</u> (a) Internal security cases <u>+</u> (b) Criminal or general investigative cases <u>+</u> (c) Fugitive cases <u>+</u> (d) Applicant cases <u>+</u> (e) Accounting cases | |
| <u>+</u> (15) Physical surveillance ability. | |

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

Section Chief - Crime Research Section

- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Administrator, Desk Man

- C. (1) Is employee available for general assignment wherever needs of service require? yes (If answer is not "yes," explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? yes (If answer is not "yes," explain in narrative comments.)

- D. 1. Has employee had an abnormal sick leave record during rating period? no 2. Has employee used more sick leave (including annual leave or LWOP for illness) during rating period than the amount of sick leave earned during such period? no (If answer to either question is "yes," explain in narrative comments.)

- E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use.
 (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING:

EXCELLENT

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

M A J

NARRATIVE COMMENTS

1. PERSONAL APPEARANCE AND PERSONALITY: Mr. Jones makes a fine personal appearance, is always neatly dressed in a businesslike manner, and is most effective in his personal contacts.

2. ABILITY TO PARTICIPATE IN RAIDS AND DANGEROUS ASSIGNMENTS:

N.A.

3. LIMITATIONS ON AVAILABILITY; PHYSICAL LIMITATIONS AFFECTING PERFORMANCE; AND SICK LEAVE INFORMATION:

His physical condition is such as to enable him to handle any assignment. There are no limitations on his availability and his sick leave record is outstanding.

4. TYPE OF CASES OR WORK HANDLED AND APPRAISAL OF OVER-ALL PERFORMANCE INCLUDING ABILITY TO HANDLE COMPLICATED INVESTIGATIVE MATTERS AND SUPERVISION REQUIRED:

During the rating period Mr. Jones continued to serve as Section Chief of the Crime Research Section. In this capacity he has demonstrated the ability to utilize maturity, sound judgment and common sense on decisions made by him, and he assumes responsibility very easily. He has the capacity to direct many different projects and a heavy workload handled by his Section in an outstanding fashion and he, himself, is extremely industrious and engenders excellent morale on the part of his associates and subordinates. His long experience of over 30 years in the Bureau and his personal enthusiasm for the work handled by the Crime Records Division make him an exceedingly valuable employee.


Initials

5. NUMBER OF INCENTIVE AWARDS AND COMMENDATIONS RECEIVED:

None

6. DISCIPLINARY ACTION AND JUSTIFICATION FOR ANY UNSATISFACTORY ITEMS:
(List items taken into consideration on rating guide and check list.)

N.A.

7. PARTICIPATION IN INFORMANT PROGRAMS:

N.A.

8. TESTIFYING EXPERIENCE AND ABILITY:

N.A.

9. ACCOUNTING INFORMATION:

N.A.

10. POLICE INSTRUCTION:

N.A.

11. RESIDENT AGENTS:

N.A.


Initials

12. EXPERIENCE AND ABILITY AS INSPECTOR'S AIDE:

N.A.

13. FOREIGN LANGUAGE ABILITY: N.A.

Language in which proficient _____

Completed language school ☐ Yes ☐ No

Fluent in _____ language to extent Agent can handle typical investigative problems as follows: (1) Conversation form ☐ Yes ☐ No

(2) Written form ☐ Yes ☐ No

Evaluate language proficiency in each phase as excellent, very good, good, fair or unsatisfactory

<u>Language</u>	<u>Read</u>	<u>Write</u>	<u>Speak</u>	<u>Understand</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Frequency _____ language ability used during rating period:

Frequency of use of _____ language ability anticipated during ensuing year:

14. ADMINISTRATIVE ADVANCEMENT:

(a) Agent is interested in administrative advancement. ☒ Yes ☐ No

(b) Agent is completely available for administrative advancement. ☒ Yes ☐ No

(c) Agent is considered completely qualified at present for administrative advancement, including experience, ability, personality and appearance. ☒ Yes ☐ No

(d) If answer to (c) is "Yes," Agent's qualifications are considered
☐ very good ☒ excellent ☐ outstanding

(e) If answer to (c) is "No," is Agent considered to have potential for future administrative advancement? (If applicable, explanatory comments required.) ☐ Yes ☐ No


Initials

February 24, 1969

Mr. [REDACTED]
[REDACTED]

Immanuel Presbyterian Church
888 Dolley Madison Boulevard
McLean, Virginia 22101

b6
b7C

Dear Mr. [REDACTED]:

It was indeed kind of you to write on February 17th concerning the recent address by Mr. [REDACTED] at the Immanuel Presbyterian Church. He enjoyed making this appearance and I am pleased to learn his remarks were so well received. My associates join me in expressing appreciation for your generous remarks.

b6
b7C

Sincerely yours,

1 - Mr. Bishop - Enclosure

Personal Attention: Bring to the attention of Special Agents Milton A. Jones and [REDACTED]

b6
b7C

① - Personnel File of Special Agent Milton A. Jones - Enclosure

1 - Personnel File of Special Agent [REDACTED] - Enclosure

NOTE: Bufiles contain prior cordial correspondence with Mr. [REDACTED]. Last outgoing 10-22-68 concerning speech at Immanuel Presbyterian Church on 2-16-69.

CEE:ram (7)

67-11 RECORDS
27 1969

71
DUPLICATE YELLOW

February 17, 1969

Mr. John E. Hoover
Director, Federal Bureau
of Investigation
Washington, D. C. 20535

Dear Mr. Hoover:

Last evening Special Agent [redacted] addressed a large gathering of members of Immanuel Presbyterian Church in McLean, Virginia. He spoke on the Nation's crime problem with emphasis on youthful offenders.

b6
b7C

Two points were made clear both in his address and the question and answer period. One is that citizens can support and strengthen law enforcement in a number of ways. Secondly, the FBI, despite its prestige, cannot solve all the crime problems this country is faced with. Worded better, the FBI has a limited role.

Mr. [redacted] wealth of knowledge and field experience were evident. His manner was direct but still friendly, and reflected the high caliber of professional being the public expects, looks for, and finds in the men who carry the badge of the Federal Bureau of Investigation.

b6
b7C

Please extend our gratitude to Mr. [redacted] for taking the time to spend an enlightening evening with us. Mr. Jones was also very cooperative in helping me arrange the program.

b6
b7C

Sincerely,

b6
b7C

[redacted]
Immanuel Presbyterian Church

3. IDENTIFICATION NO.

6. DATE OF EXAMINATION

II. ORGANIZATION UNIT

14. NAME RELATIONSHIP AND ADDRESS OF NEXT OF KIN

16. OTHER INFORMATION

LAST SIX MONTHS

NOTES. (Describe every abnormality in detail. Enter pertinent item number before each comment. Continue in item 73 and use additional sheets if necessary.)

40. Small hyperkeratotic lesion (L) temporal area

34. Hydracelle (C) has
been present for
many years. No berries.

REC-136

67-104-431
Sour
5 AUG 20 1969

ENCLOSURE

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively.)

○—Restorable teeth
/—Nonrestorable teeth

X—Missing teeth
XXX—Replaced by dentures

*(6 X 8)—Fixed bridge, brackets to include abutments

REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES

Hand Type 3
class 1
Wep

RIGHT	1	2	3	4	5	6	7	8
	32	31	30	29	28	27	26	25

9	10	11	12	13	14	15	16	L
24	23	22	21	20	19	18	17	E
								F
								T

LABORATORY FINDINGS

45. URINALYSIS: A. SPECIFIC GRAVITY

B. ALBUMIN

C. SUGAR

47. SEROLOG (specimen, test used and result)

D. MICROSCOPIC

2-4 WAC 5-1 PRC

48. EKG

**49. BLOOD T
FACTOR**

46. CHEST X-RAY (Place, date, film number and result)

11513 - See Report

50. OTHER TESTS

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 73 1/2	52. WEIGHT 184 1/2	53. COLOR HAIR GRAY	54. COLOR EYES BLUE	55. BUILD: (Check one)	56. TEMPERATURE
57. BLOOD PRESSURE (Arm at heart level)				58. PULSE (Arm at heart level)	
A. SITTING SYS. 120 DIA. 62		B. AFTER EXERCISE SYS. 78 DIA. 1		C. 2 MIN. AFTER D. RECUMBENT E. AFTER STANDING 3 MIN.	
59. DISTANT VISION		60. REFRACTION		61. NEAR VISION	
RIGHT 20/15 CORR. TO 20/15		BY S. CX		1.25 M CORR. TO 0.50 M BY	
LEFT 20/15 CORR. TO 20/15		BY S. CX		1.25 M CORR. TO 1.25 M BY	
62. HETEROPHORIA (Specify distance)					
ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. CT. PC PD					
63. ACCOMMODATION		64. COLOR VISION (Test used and result)		65. DEPTH PERCEPTION (Test used and score)	
RIGHT LEFT		40 16/16		UNCORRECTED CORRECTED	
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)		68. RED LENS TEST	
70. HEARING		71. AUDIOMETER		72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)	
RIGHT WV 15 SV 15		250 500 1000 2000 3000 4000 6000 8000			
LEFT WV 15 SV 15		RIGHT LEFT			

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

31 July 69
BUN - 21
T. P. - 7.0
ALB. - 4.4

RESULTS	
140	NA+
4.0	K+
104	CL
26	CO
9.0	TP
3.6	ALB
8.3	CA+Z
8.0	ALK. PHOS
28	BUN
29	GLU
29	SGOT
255	CHOL
14.0	HGB GMS 100ML
44	HCT %
6.8	WBC X10 ³
51	NEUT %
42	BAND %
	LYMPH %
	EOS %
	BASO %
7	MONOS %
	PLATELET X10 ³

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

seborrheic keratosis
① hydrocele

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

To see dermatologist (pt. being followed by pt. Dermatologist)

76. A. PHYSICAL PROFILE					
P	U	L	H	E	S

77. EXAMINEE (Check)

A. ☒ IS QUALIFIED FOR
B. ☐ IS NOT QUALIFIED FOR

B. PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

PATIENT'S LAST NAME - FIRST NAME - MIDDLE NAME

REGISTER NO.

WARD NO.

JONES MILTON ANKERS

FB

7-18

AGE

SEX

(Check one)

56

M

☐ BEDSIDE, WHEELCHAIR, OR STRETCHER

☐ BED PATIENT

☒ AMBULATORY

EXAMINATION REQUESTED

PA CHEST

REQUESTED BY

DR. FOX

DATE OF REQUEST

7-16-69

73" 189

(Above space for mechanical imprinting, if used)

PERTINENT CLINICAL HISTORY, OPERATIONS, PHYSICAL FINDINGS, AND PROVISIONAL DIAGNOSIS

ANNUAL PE

FILM NO.

17513

DATE OF REPORT

23 Jul 69

RADIOGRAPHIC REPORT

CHEST: 16 Jul 69. Routine films of the chest demonstrate no evidence of active pneumonitis. Minimal blunting of the right costophrenic angle secondary to old rib fracture is noted. There is no other abnormality.

IMP: No evidence of active pneumonitis.

[Signature]

LT MC USN

tec 28 Jul 69

b6
b7C

SIGNATURE: (Specify location of laboratory if not part of requesting facility)

[Signature]

NAME OF HOSPITAL OR OTHER MEDICAL FACILITY

Standard Form 519A (Rev. Aug. 1954)
Promulgated by Bureau of the Budget
Circular A-32 (Rev.)
RADIOGRAPHIC REPORT
519-205

ENCLOSURE

67-109100-431

**Attachment to Standard Form 88, Report of Medical Examination
For Information and Guidance of Medical Examiner**

Name of Examinee JONES MILTON ANKERS
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	9	62	69
3	11	65	72
4	14	67	76
8	17	68	

46. Is necessary unless facilities for affording same are not readily available.

48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.

49. Is necessary unless facilities for affording same are not readily available.

71. Audiometer examinations should be afforded whenever possible for all Special Agent applicants and Special Agents. Applicants for the Special Agent position will not be accepted if the hearing loss exceeds a 15 decibel average in either ear in the conversational speech range (500, 1000, 2000 cycles).

For All Examinees, Whether Clerical or Special Agent Applicants or Employees:

The medical examiner should answer the following question:

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

To be Answered in the Case of All Male Employees and Male Applicants:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

☒ No ☐ Yes If "yes" please specify defects. _____

2. Does examinee have any defects prohibiting safe operation of motor vehicles?

☒ No ☐ Yes If "yes" please specify defects. _____

3. For safe driving of motor vehicles, Civil Service Commission requires distant vision must test at least 20/40 in one eye and 20/100 in the other, corrected or uncorrected. Should examinee wear corrective glasses while operating a motor vehicle? ☐ Yes ☒ No
If recommendation is based on a factor other than above standard, indicate basis _____

107-1091010-431

Desirable Weight Ranges for Males

Height	Small Frame	Medium Frame	Large Frame
5'4"	117 - 125	123 - 135	131 - 148
5'5"	120 - 129	126 - 139	134 - 152
5'6"	124 - 133	130 - 143	138 - 157
5'7"	128 - 137	134 - 148	143 - 162
5'8"	132 - 141	138 - 152	147 - 166
5'9"	136 - 146	142 - 156	151 - 170
5'10"	140 - 150	146 - 161	155 - 175
5'11"	144 - 154	150 - 166	160 - 180
6'	148 - 158	154 - 171	164 - 185
6'1"	152 - 163	158 - 176	169 - 190
6'2"	156 - 167	163 - 181	174 - 195
6'3"	160 - 171	168 - 186	178 - 200
6'4"	169 - 180	178 - 196	188 - 210
6'5"	174 - 185	182 - 202	192 - 216

4. Examinee's frame is ☐ small ☐ medium ☒ large

5. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

6. Under proper medical supervision, employee should ☐ lose _____ pounds

☐ gain _____ pounds

Remarks: _____

b6
b7C

Signature of Medical Director

Date

7-16-69

4264

RECEIPT FOR GOVERNMENT PROPERTY
FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

Date 7-1-69I certify that I have ☒ received ☒ returned the following Government property for official use:

Parking Permit OPO Space 60 ✓

RETURNED

Parking Permit OPO Space 63 ✓

FILE
31 JUL 10 1969

READ

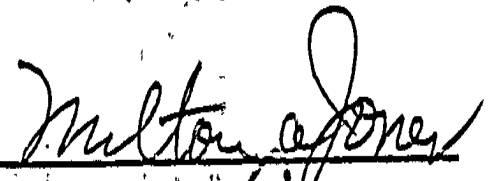
The Government property which you hereby acknowledge
is charged to you and you are responsible for taking care
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN
ANY WAY

JUL 10 1969

Very truly yours,

(Signature)



(Typed name)

Milton A. Jones

83

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. Bishop

DATE: 12-16-69

FROM : M. A. Jones

SUBJECT: MOST REVEREND [REDACTED]
BISHOP
[REDACTED]
[REDACTED] CONNECTICUT [REDACTED]

b6
b7C

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____
Gandy _____

b6
b7C

M. A. Jones

By letter of December 13th the above-mentioned sent in a change of address form reflecting that he is now Bishop instead of Bishop-Elect. By way of background Bishop [REDACTED] wrote the Director on June 10th and, among other things, mentioned that he had been elected Bishop. He also enclosed an invitation to his consecration which was scheduled for September 21st. A letter was sent to Bishop [REDACTED] on June 16th (this used the title "Bishop-Elect," which, of course, was correct) and the Director congratulated him on his election as Bishop and told him that it was impossible to attend the consecration.

b6
b7C

The Bureau's mailing list was changed on June 16th to show [REDACTED] title as Bishop-Elect. The yellow of the Bureau's outgoing of June 16th was later returned to this Section (received June 17th) for further mailing list action. This was routed to the girls in the Front Office for appropriate attention. Ordinarily under such circumstances an appropriate follow up would be made for September 21st so that the mailing list could be changed to reflect [REDACTED] title as Bishop. It would appear that through an inadvertence an appropriate follow-up was not made. When the yellow of the June 16th outgoing was sent to the Front Office of the Crime Research Section, it was handled by [REDACTED], mailing list clerk, who was in the Front Office at the time and has since resigned.

b6
b7C

The mailing list has now been changed, and all employees currently working on mailing list matters have been cautioned concerning the necessity of making appropriate follow-ups in situations such as this.

RECOMMENDATION:

For information.

- 1 - Mr. DeLoach
- 1 - Mr. Bishop
- 1 - Mr. Felt
- 1 - Mr. Jones
- Enclosure
- MAJ:ksf (5)

ADDENDUM OF INSPECTION DIVISION PAGE TWO

ADDENDUM OF THE INSPECTION DIVISION D.W. MOORE:wmj 12/17/69

This matter has been reviewed and while current procedures in effect to avoid such recurrence appear satisfactory, it does not alleviate the necessity for proper employee indoctrination. Even though responsible employee who failed to handle follow-up has since resigned, the overall responsibility rests with Section Chief Milton A. Jones.

RECOMMENDATIONS:

1. That Section Chief Jones be censured for lack of proper employee indoctrination. If approved, to be handled by the Administrative Division. Proposed letter attached.

12-18-69

[Signature]

2. That Bishop letter of December 13, 1969, be immediately acknowledged. If approved, to be handled by the Crime Records Division.

b6
b7c

Being handled separately - pm

[Signature]

7 [Signature]

FEDERAL BUREAU OF INVESTIGATION

NAME: LAST, FIRST, MIDDLE

JONES MILTON A

SOCIAL SECURITY NUMBER

224-60-2482

NOTIFICATION OF BASIC CHANGE

CODE-NATURE OF ACTION

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

892--QUALITY INCREASE

893--WITHIN GRADE INCREASE

894--PAY ADJUSTMENT

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

896--ADMIN. PAY INCREASE

897--ADMIN. PAY DECREASE

OTHER (SPECIFY IN REMARKS)

EFFECTIVE DATE

11/30/69

DATE OF LAST EQUIV. INCR.

12/ 4/66

GRADE OR LEVEL

STEP OR RATE

OLD SALARY

NEW SALARY

GS-16

STEP 9

\$30,889.00

\$31,724.00

DATA ON UNPAID ABSENCE

PERIOD(S)	TOTAL EXCESS	IN PAY STATUS AT END OF WAITING PERIOD	INITIALS
		YES	3/ <i>pal</i>

<input checked="" type="checkbox"/>

EMPLOYEE'S WORK IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

<input type="checkbox"/>

EMPLOYEE'S PERFORMANCE RATING IS SATISFACTORY OR BETTER.

REMARKS:

67-NOT RECORDED
12 DEC 5 1969

J. Edgar Hoover

JOHN EDGAR HOOVER
DIRECTOR

11/30/69
(DATE)

PERSONNEL FILE COPY

December 18, 1969

PERSONAL

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

Dear Mr. Jones:

Due to a dereliction by an employee under your supervision at the time, an individual's title was incorrectly carried on the Bureau's mailing list. This error resulted in considerable embarrassment and certainly could have been avoided had personnel handling such matters been given proper indoctrination.

Hereafter, you will be expected to perform the administrative functions of your assignment in such a manner that criticism of this nature will not be necessary.

Very truly yours,

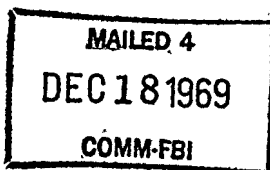
J. Edgar Hoover

REC-136

John Edgar Hoover
Director

67-109106-4313

1 DEC 30 1969



- 1 - Mr. Bishop (Personal Attention)
- 1 - Movement
- 1 - Crime Records Division Personnel File

JJO:gms
(6)

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Soyars _____
Tele. Room _____
Gandy _____

Based on memo Jones to Bishop, 12-16-69, MAJ:ksf, with addendum of Inspection Division, DWM:wmj, 12-17-69.

b6
b7C

JAN 5 1970 TELETYPE UNIT

6
February 6, 1970

PERSONAL

Dear Jones:

You are celebrating your Thirty-first Anniversary in the Bureau. You can well take pride in your service, and I want to extend my best wishes and congratulations to you on this occasion.

Sincerely,

J. EDGAR HOOVER

Mr. Milton A. Jones
Federal Bureau of Investigation
Washington, D. C.

RE C-133

67-107106-434
SEARCHED INDEXED
FEB 6 1970

Tolson _____
DeLoach _____
Walters _____
Mohr _____
Bishop _____
Casper _____
Callahan _____
Conrad _____
Felt _____
Gale _____
Rosen _____
Sullivan _____
Tavel _____
Trotter _____
Tele. Room _____

b6
b7C

Anniversary 2/6 - Friday

JEH:edm (3)
edm

Gandy _____
FEB 13 1970
TELETYPE UNIT ☐

SENT FROM D. O.	
TIME	8:45 AM
DATE	2-6-70
BY	ZCB

FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 1
Page 238 ~ b2, b7E